

# Overall Work Program FY 2020/21

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CALAVERAS COUNCIL  
of GOVERNMENTS

Calaveras Council of Governments  
444 E Saint Charles St., San Andreas, Ca 95249  
209.754.2094

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**CCOG  
Mission**

*The Calaveras Council of Governments is the planning agency which coordinates with its partners and communities to optimize the existing and future transportation systems.*

**Council  
Members**

John Gomes,  
Citizen Member

Justin Catalano  
Citizen Member

Timothy Muetterties  
Citizen Member

Amanda Folendorf, Vice Chair  
Calaveras County

Gary Tofanelli, Chair  
Calaveras County

Isabel Moncada  
City of Angels

Alvin Broglio  
City of Angels

**TAC  
Members**

Robert Pachinger  
Calaveras County Public Works

Melissa Eads  
City Administrator

Kevin Schroder  
Caltrans, District 10

Peter Maurer  
Calaveras County Planning

Dewberry Engineers  
City of Angels-Engineer

**CCOG  
STAFF**

Amber Collins  
Executive Director

Kylie Todeschini  
Administrative Services Officer

Erin Kelly  
Administrative Assistant



**CALAVERAS COUNCIL  
of GOVERNMENTS**

PO Box 280  
San Andreas, CA 95249  
209-754-2094  
209-754-2096 Fax  
[www.calacog.org](http://www.calacog.org)

**Executive Management Group**

Gary Tofanelli  
Calaveras County

Amanda Folendorf  
Calaveras County

Melissa Eads  
City Administrator

Albert Alt  
County Administrative Officer

**CALAVERAS COUNCIL OF GOVERNMENTS**  
**2020-2021 Overall Work Program**

**INTRODUCTION**

The Calaveras Council of Governments (CCOG), a Joint Powers Agency established by the City of Angels Camp and County of Calaveras, is responsible for the coordination of regional transportation planning in Calaveras County. The regional transportation system is a vital element of our community, helping to support the economic health and quality of life while providing for the mobility of goods and people. The regional planning process is continuous in order to respond to the changing needs of the County and City and serves to develop strategies for operating, managing, maintaining, and financing the region's transportation system.

The Core Functions of the CCOG include the following:

- ❖ Administer and allocate funds under the Transportation Development Act (TDA).
- ❖ Receipt and approval of claims for Transportation Development Act (TDA) funds.
- ❖ Coordinate Unmet Transit Needs.
- ❖ Coordinate, support, review, and rank Federal Transit Administration (FTA) grant programs.
- ❖ Update the Coordinated Human Transportation Services Plan.
- ❖ Coordinate the Social Services Transportation Advisory Committee (SSTAC).
- ❖ Ensure timely fiscal and performance audits.
- ❖ Prepare the Annual Overall Work Program (OWP).
- ❖ Administer the Regional Transportation Planning process.
- ❖ Update and adopt the Regional Transportation Plan (RTP).
- ❖ Adopt and Monitor the Regional Transportation Improvement Program (RTIP).
- ❖ Oversee the delivery of the State Transportation Improvement Program projects (STIP).
- ❖ Coordinate, consult, and collaborate with Federally Recognized Tribes and Tribal Communities.
- ❖ Conduct outreach efforts to the traditionally under-represented and under-served populations such as the elderly, persons with disabilities, minority, or persons of limited means.

The Overall Work Program (OWP) serves as the primary management tool for the Calaveras Council of Governments. This one-year scope of work establishes regional transportation planning objectives for the fiscal year, assigns institutional responsibility for tasks, and includes the methods, schedules, and the funding levels needed to achieve the listed activities. The FY 2020-21 OWP is a product of the collaborative efforts of the County and City and will serve as the CCOG's directive for use of funds. The FY 2020-21 OWP is consistent with the *2017 Regional Transportation Planning Handbook* as prepared by California Transportation Commission.

The OWP has a number of important characteristics:

- ❖ The Work Program Supports the Region's Transportation Goals. The CCOG's primary objective is to develop a programming and funding strategy that will lead to the successful implementation of the Regional Transportation Plan.
- ❖ The Work Program reflects a multimodal approach with an emphasis on Transit activities and the start of an Active Transportation Program.
- ❖ The Work Program reflects a commitment to public information and outreach.
- ❖ The Work Program reflects the Core Functions of the CCOG.
- ❖ The Work Program has been developed in compliance with all state and federal planning requirements.
- ❖ The Work Program has been developed with the support and collaboration of the CCOG Member Agencies.

The development of the CCOG OWP is a collaborative process of the Member Agencies. The FY 2020-21 OWP reflects the realignment of project management roles among the CCOG, Calaveras County, and City of Angels Camp. Project-specific Work Elements are grouped according to focus area, and importantly grouped to delineate CCOG Core Functions. The CCOG has created a Web-Based Capital Improvement Plan (CIP) to streamline and improve project communication and coordination. All approved City and County Projects are identified in detail in the CIP.

To remind our readers, the CCOG developed a Web-Based transportation program management system that allows multiple users to access single source project information. This dynamic database includes programming information, invoice tracking, report development and a document library. In addition to serving as a project management dashboard, the information is also served through the web to Board Members, City Councils, Caltrans and members of the public. The CIP importantly offers the Council the ability to view project schedules and make funding decisions based on capacity for project delivery. The CIP includes seventeen projects, including CCOG planning projects, totaling approximately \$22 million. With the

development and implementation of the Web-Based CIP the CCOG has the capacity to coordinate the planning, funding, and implementation of all programs administered by the agency. The CIP is currently available to the public online at [www.ccoqcip.com](http://www.ccoqcip.com).

In short, CCOG Successes for 2019/20 Include the Following:

- ❖ Continued Development and Refinement of the Web-Based Capital Improvement Program (CIP), a Program Tracking and Fund Monitoring Tool
- ❖ Program Support for the Advancement of the Wagon Trail SR 4 Realignment Project, PS&E and ROW
- ❖ Initiation and Completion of Annual Financial Audits for TDA Fund recipients (CCOG, Transit, Streets and Roads)
- ❖ Completion of the Annual Unmet Transit Needs Process and Report
- ❖ Development of the 2020 Regional Transportation Improvement Program (RTIP) and Monitoring of programmed RTIP funds
- ❖ Facilitation, and/or Attendance at Regular Meetings: TAC, CCOG, SSTAC, EMG, RTPA, RCTF, CTC, CalCOG
- ❖ Quarterly SSTAC Meetings and Adoption of Annual Work Plan
- ❖ Administration of the Transportation Development Act (TDA)
- ❖ Development of Oversight of CCOG Operation Budgets and the Overall Work Program
- ❖ Assist City and County in Project Delivery of CCOG Funded Projects
- ❖ Reprogramming and allocation of funds for completion of City and County infrastructure improvement projects
- ❖ Completion of the Murphys SR 4 Complete Streets Corridor Plan
- ❖ Completion of Pavement Management System updates for the City and County
- ❖ Completion of the Angels Camp North Main Street Plan/SR 49 Complete Streets Corridor Plan
- ❖ Completion of the San Andreas Pope Street Class I Facility and Safe Routes Gap Fill Plan
- ❖ Completion of the Valley Springs Complete Streets Plan Capital Infrastructure Plan
- ❖ Completion of the Short Range Transit Plan and Coordinated Public Transit-Human Services Transportation Plan updates
- ❖ Continued participation in the Central Sierra Bicycle Tourism project with Tuolumne County Transportation Council and four other regions
- ❖ Initiation of the Regional Transportation Plan update
- ❖ Completion of a Comprehensive Classification and Compensation Study for CCOG

### COUNCIL AND COMMITTEE FORMATION

Through the creation of a Joint Powers Agreement (JPA) in 1998 the Calaveras Council of Governments (CCOG) has served as the designated Regional Transportation Planning Agency (RTPA) for Calaveras County. As the RTPA, the Council coordinates regional planning efforts for both Calaveras County and the City of Angels. The CCOG is comprised of seven members, two from the Calaveras County Board of Supervisors, two from the Angels Camp City Council and three Citizen "at large" members. The Citizen members serve 2-year terms and are appointed by the elected members, who are appointed by their respective bodies on a yearly basis.

There are three (3) standing Committees that serve in an advisory capacity to the Council. Critical to the success of the CCOG is the Technical Advisory Committee (TAC), Social Services Advisory Committee (SSTAC), the Executive Management Group (EMG) and, all of which serve as clearinghouses for technical and administrative items that go before the full Council.

The TAC is advisory to the CCOG on all matters relating to regional transportation planning including, but not limited to: the development of the Regional Transportation Plan (RTP), Regional Transportation Improvement Program (RTIP), and the Annual Overall Work Program (OWP). Membership of the TAC consists of the CCOG Executive Director, County Public Works Director, County Planning Director, City Engineer, City Planning Director and Caltrans District 10 Director or designee. Meetings are held monthly.

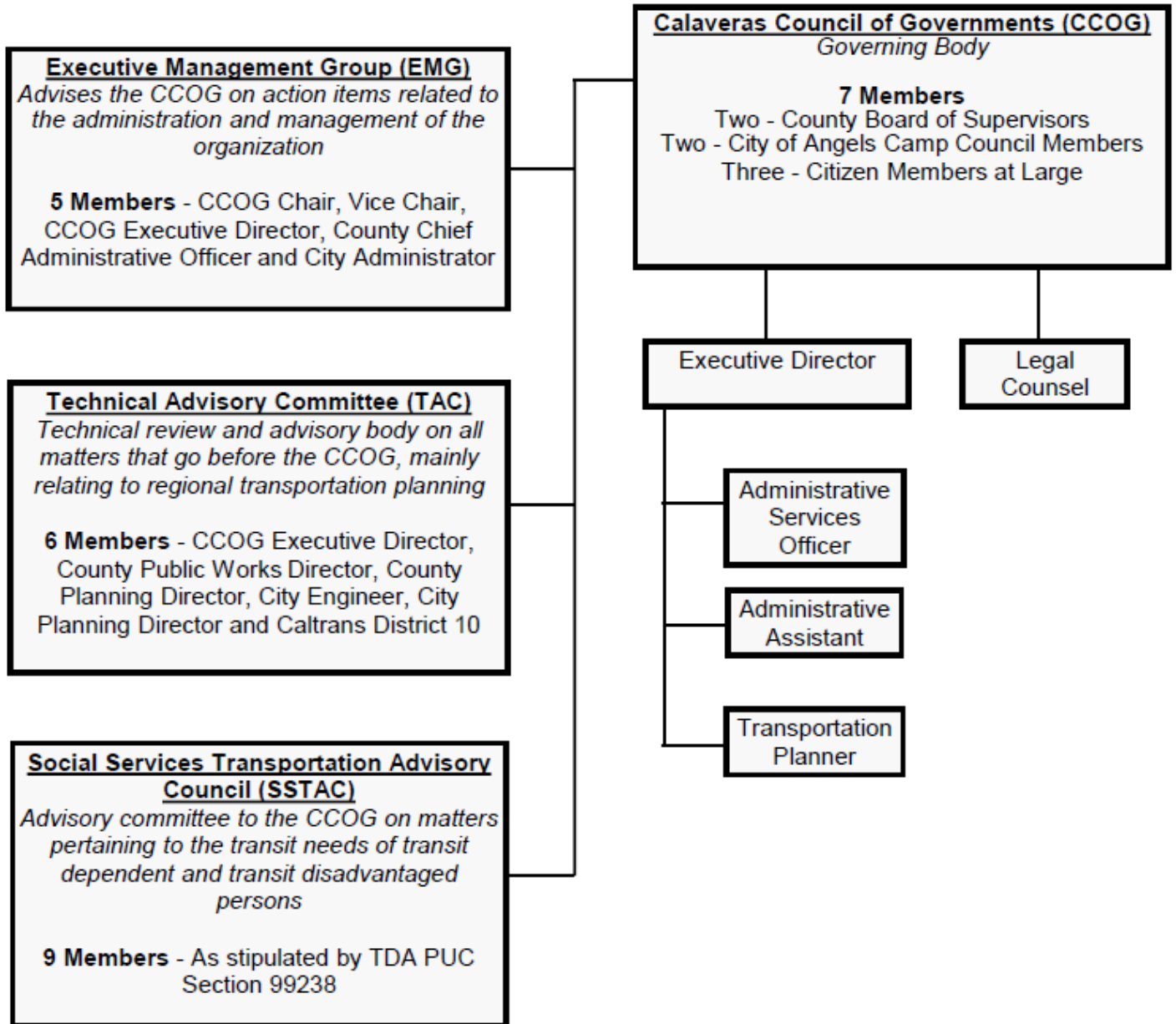
The SSTAC is intended to be advisory to the CCOG on matters pertaining to the transit needs of transit dependent and transit disadvantaged persons. The input and recommendations of the SSTAC shall be considered in, and made an integral part of, the CCOG's annual "Unmet Transit Needs" hearing and findings process. The SSTAC is comprised of a myriad of representatives of potentially transit dependent segments of the community (e.g., senior citizens, persons with disabilities, persons of limited means, etc.) and transit operators. SSTAC members are appointed by the CCOG. CCOG staff and the Caltrans District 10 Transit Representative are ex-officio members of the SSTAC. The composition of the SSTAC, the terms of SSTAC appointments and precise responsibilities of the SSTAC are found in and controlled by Section 99238 of the Public Utilities Code (PUC). Meetings are held at least quarterly.

The Executive Management Group, comprised of the CCOG Chair, Vice Chair, CCOG Executive Director, County Chief Administrative Officer and City Administrator, will meet at least quarterly, or as necessary. All action items related to budget, policy, personnel and other matters related to the administration and management of the organization will be reviewed by the EMG prior to presentation to the CCOG Board for approval.



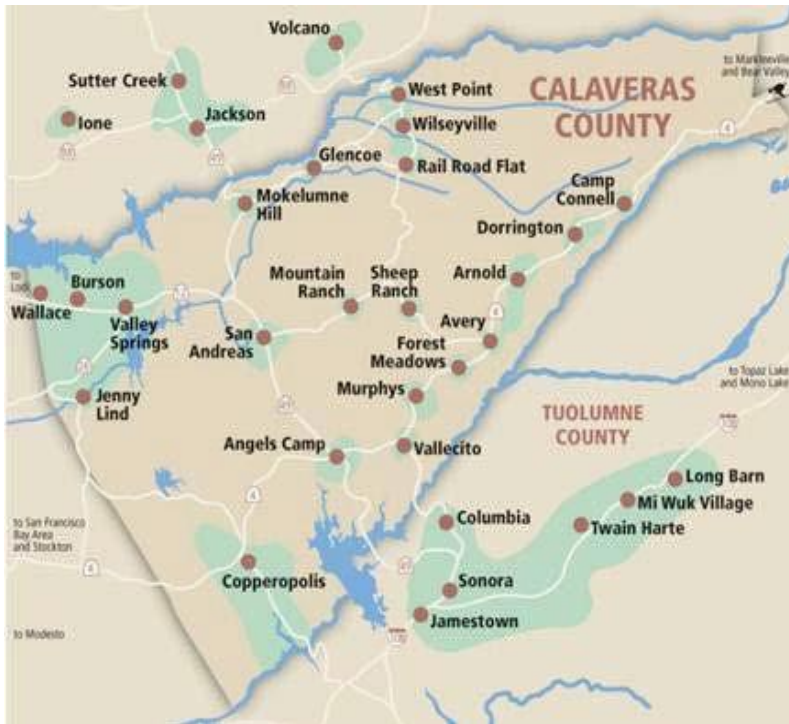
# CALAVERAS COUNCIL OF GOVERNMENTS

## ORGANIZATIONAL CHART



## REGIONAL SETTING

Calaveras County is located within the Foothills of the Sierra Nevada Mountain Range approximately 133 miles east of San Francisco and 85 miles southeast of Sacramento. The County was incorporated in 1850 and is bordered by Alpine County to the east, Tuolumne County to the south, Amador County to the north, and Stanislaus and San Joaquin Counties to the west. Calaveras County is rural with a population density of approximately 44 persons per square mile (0.6 persons per acre). The topography varies from land elevation near sea level in the west to approximately 8,000 feet in the eastern mountains. The only incorporated city in the County is the City of Angels, commonly known as Angels Camp. The County's Census Designated Places (CDPs) include: Arnold, Avery, Copperopolis, Dorrington, Mokelumne Hill, Murphys, Rancho Calaveras, San Andreas, Vallecito, Valley Springs, and West Point.



Calaveras is served by four (4) state highways. State Route 4 (SR 4) provides an east-west route from San Joaquin County to the high Sierra and Bear Valley Ski Resort. State Route 49 (SR 49) is the major north-south route linking the communities of Mokelumne Hill, San Andreas, and Angels Camp to Amador and Tuolumne Counties. State Route 26 (SR 26) traverses the northwest corner of Calaveras County between the San Joaquin County line near Rancho Calaveras and the Amador County line near West Point. Finally, State Route 12 (SR 12) travels through the western portion of the County and serves as a connector to San Joaquin County, Wallace, Burson and Valley Springs.

A key factor regarding future growth trends for housing, employment, transit and transportation infrastructure is population. The population in Calaveras County since the 2010 Census has fluctuated insignificantly with slight losses and gains in population each year. In January 2019, the California Department of Finance (DOF) reported the County population at 45,117, which is a decrease of approximately 460 since the 2010 Census. The DOF projects the population of Calaveras County to decline by approximately four percent over the next ten-year period (2020-2030). Extending growth projections to 2040 countywide population estimate is 39,186.

The California State Employment Development Department (EDD) reported the number of employed persons in Calaveras County in December of 2019 was 21,500. The unemployment rate in Calaveras County has significantly dropped since the economic downturn, currently at 3.8 percent. The largest employers in the County are: Hospitals and Health Care, Schools, County Government and Social/Human Resources, Utility Companies, Retail, and Wine Manufacturing. According to US Census Bureau 2017 American Community Survey, only 20.6% of employed residents of Calaveras work in Calaveras; wherein 52.8% of those employed in Calaveras live in Calaveras. The proximity of Calaveras to San Joaquin County has been a great contributor to growth in the west county but also an attractive employment center for Calaveras residents, with approximately 18 percent of those employed commuting to the Valley (San Joaquin and Stanislaus Counties); this is the second largest commute shed.

The regional movement of people within the County can be classified into three broad travel categories: commuters, recreational, and tourist. The County commute consists mostly of automobile traffic from smaller communities and rural areas onto the SR 49, SR 26, SR 4 and SR 12 corridors. Most of the interregional and intraregional traffic continues to be concentrated in the SR 49 and SR 4 corridors.

Calaveras County has experienced relatively low population growth due to the County's rural nature and lack of expanding employment opportunities. The small residential population in the County does not reflect the thousands of visitors and tourists that travel to and through the County each year, and ultimately the impact on the transportation system. In Calaveras County tourism contributes significantly to the regional economy. In 2009 total taxable sales hit a low of \$260 million; since then taxable sales has steadily increased on average five percent per year to \$330 million in 2014. Emphasis on system preservation and rehabilitation of roadways, bridge replacement, and road upgrades is important to economic development and economic well-being of the area.

## GOODS MOVEMENT

The movement of goods and people is highly dependent upon state highways because of their superior design and capacity. A combination of state highways and County roads serve as the primary network for goods movement in Calaveras County. Each of the state facilities exhibits significant truck volume at various locations. The highest volume of trucks occurs on SR 26 and SR 49 the only State Transportation Assistance Act (STAA) routes. The highest percent of total average annual daily traffic (AADT) for the routes in Calaveras County are recorded on SR 4 and SR 49. Like most rural areas, truck travel is the primary source of roadway degradation for local facilities. Adequate maintenance and efficient operation of this roadway network is critical to the continued economic vitality of the County as well as safety of the public.

As reflected in the interviews with truck traffic generators, conditions for goods movement are generally perceived as good, but some see new developments negatively impacting the regional transportation system. Potential conflicts between truck, recreational vehicle traffic and 40-foot tour buses on the County's narrow two-lane highways are seen as an issue. Some roads are considered to be simply too narrow to accommodate both goods movement and recreational traffic safely. Due to permitting constraints, larger trucks typically must take less direct routes to delivery locations, thereby decreasing efficiency. Additionally, a lack of shoulders and passing opportunities on the highway system is a safety concern in Calaveras County. All these factors can negatively impact goods movement through the County.

As the region grows, larger trucks require travel through Calaveras County particularly on SR 4 and SR 49. Improving state highways and intersections to State Transportation Assistance Act (STAA) levels, constructing turnouts and passing lanes and upgrading County roads such as Parrots Ferry Road, O'Byrnes Ferry Road, Mountain Ranch Road and Sheep Ranch Road will benefit traffic flow, roadway safety and the local economy by offering parallel capacity to the State Routes.

<b>Calaveras Council of Governments 2020-2021 Overall Work Program (OWP) Information Element</b>					
State Route	Product	Activity Description	Performed By	Status of Product	Expected Date of Completion
All	District 10 Active Transportation Plan	Engage in gaps and barriers analysis, public engagement with local agencies, and develop project needs prioritization	Caltrans District 10 System Planning and Goods Movement	In process	January 2021
All	District 10 Climate Change Adaptation Plan	Develop plan with input from local agency partners	Caltrans District 10 System Planning and Goods Movement	In process	December 2020



## PUBLIC TRANSPORTATION

Public transportation has always played an important role in Calaveras County. The Calaveras Transit Agency (CTA) Joint Powers Agreement (JPA) was executed by the County of Calaveras and City of Angels on March 6, 2018 to manage and operate the Calaveras Transit program. The CTA assumed full responsibility for management of the public transit system from County management on July 1, 2018. Since the beginning of the transition, agency staff and consultant staff have initiated dialogue with interested parties throughout the County regarding service needs, new marketing ideas, new or refined partnerships with community organizations and businesses, and improved connectivity with neighboring Counties' transit systems. An essential partner in these discussions of service refinements is the service Contractor, Paratransit Services.

Calaveras Transit Agency implemented schedule changes effective September 4, 2018. Notable changes included adjusting the timing of the Red Line to create consistency, better alignment with Columbia College schedules and improved connections to Tuolumne County Transit. Timing on the Purple Line was adjusted to eliminate driver wait times, make connections to the Red Line, and create a direct connection to Sutter Hill Transfer Station to allow for connections to Sacramento. The Blue Line and Copper Line saw adjustments in schedules to create better connections with other lines. The Saturday Hopper saw an increase in the frequency of trips, the creation of a seasonal schedule, and enhanced marketing and outreach to key destinations and businesses. Green Line expanded to provide direct access to the Food Bank. Calaveras Transit Agency also implemented a robust marketing and rebranding effort, renaming the Calaveras Transit system to Calaveras Connect in 2019.

The system offers five (5) deviated fixed routes generally between 5:00 AM and 9:00 PM, Monday through Friday. Saturday service was initiated in 2017 and provides deviated fixed-route service between San Andreas and Arnold between 10:00 AM and 7:30 PM. Calaveras Connect provides coordinated transfers with Amador Regional Transit in Jackson, which provides a link for residents to Sacramento, and with Tuolumne County Transit at Columbia College.

Discounted fares are offered to persons with disabilities, older adults, veterans, students, and youth. The CTA initiated a student fare program in FY 2019/20 for Columbia College students, offering free rides on all Calaveras Connect routes Monday through Friday. The CTA also implemented Token Transit, which is a smartphone app that allows riders to purchase and maintain passes on the app.

## Calaveras Connect System Map



### Description of Routes:

**Red Line** – The Red Line travels between Vista del Lago and Columbia College, stopping in Valley Springs, San Andreas, and Angels Camp. Ten daily roundtrips are made from 5:20 AM and 7:40 PM.

**Blue Line** – The Blue Line travels between Angels Camp and Arnold with stops in Avery and Murphys. Six daily roundtrips are made between 5:40 AM and 8:20 PM.

**Green Line** – The Green Line operates on Monday and Wednesdays only. The Green line travels between West Point and San Andreas with stops in Glencoe and Mokelumne Hill. Three trips are made between 8:00 AM and 4:50 PM. Green Line B is direct access to the Resource Connection Food Bank, operating Mondays and Wednesdays with one round-trip from 9:50 AM and 11:05 AM.

**Purple Line** – The Purple Line travels from San Andreas to Jackson and Sutter Creek Transfer Center with on Demand service to Mountain Ranch. Four daily round-trips are made from 7:35 AM to 7:05 PM; On-Demand service is available at three additional stops on this line.

**Copper Line** – The Copper Line travels between Angels Camp and Copperopolis. Four daily trips are made between the hours of 7:10 AM and 7:45 PM; On-Demand Service is available at the O'Byrnes Ferry Road/Main Street stop.

**Saturday Hopper** – Travels to Arnold from San Andreas, stopping in Angels Camp and Murphys. Eight daily roundtrips are made from 9:45 AM and 7:25 PM.

Buses deviate up to three-quarters of a mile from the published alignment with advance notice. In addition to public transit services offered by the County, there are ten (10) known social and human service agencies which provide specialized transportation in Calaveras County. Private transportation providers within the County include several taxi cab services. The nearest Amtrak and Greyhound stations are located in Lodi and Stockton.

## ACTIVE TRANSPORTATION

Active transportation is a growing area of interest and focus at both the local, state, and federal levels. California recently passed legislation creating the Active Transportation Program (ATP) through Senate Bill 99 (Chapter 359, Statutes of 2013) and Assembly Bill 101 (Chapter 354, Statutes of 2013). Through the passage of the ATP, the state seeks to increase bicycling and walking trips, improve safety and mobility for non-motorized users; in turn, reducing greenhouse gases and enhancing public health.

In addition to the abovementioned goals, communities that have invested in bicycle and pedestrian infrastructure have seen tangible economic impacts. Transportation systems that encourage walking or bicycling are known to improve and increase business activity, home values, tourism, retail sales, and lower infrastructure as well as healthcare costs.

There are 21.8 miles of bikeways in Calaveras County and Angels Camp, consisting of 2.6 miles of Class I Multi-Use Paths, 0.7 miles of Class II Bike Lanes, and 14.9 miles of Class III Bike Routes. Due to a lack of infrastructure, most of the bicycle travel in Calaveras County is for recreation or fitness, either on off-road trails or less traveled rural roads. Many recreational trail networks exist off the local road or state highway system such as the Arnold Rim Trail, New Melones trails, Big Trees State Park trails, and Lake Camanche Reservoir. Through planning, coordination and outreach, and funding activities (e.g., programming, grant assistance, etc.) the CCOG promotes and seeks to increase non-motorized travel in Calaveras County.

In 2015 the CCOG adopted the Countywide Bicycle and Pedestrian Master Plan and added a Safe Routes to Schools component. The Plan serves as a coordinated and resource document for the region, with a focus on developing a primary network of bikeways, programs, and specific policies and enhancements. The update included significant public input and data collection, both on existing conditions and future needs and desires of the community.

In conjunction with the Bicycle, Pedestrian, and Safe Routes to School Plan, the CCOG developed an active transportation website, called Walk and Bike Calaveras ([www.walkandbikecalaveras.org](http://www.walkandbikecalaveras.org)). Walk and Bike Calaveras is a resource to help residents and visitors take advantage of the many transportation options and resources that exist in Calaveras County, while also providing information and education on bicycling, walking, and riding transit. The website is also a tool for coordinating with the Safe Routes to Schools groups and posting information on projects/initiatives and events.

Beginning in 2014 and each cycle thereafter, the CCOG has facilitated and coordinated a project prioritization process for California's Active Transportation Program (ATP). The CCOG brought together agencies and stakeholders to develop criteria and a prioritized project list for the region. The goal was to develop competitive grant applications for projects to be funded under this program in Calaveras County. Stakeholders included representatives from Public Health, CHP, schools, Recreation and Parks, Caltrans, the County, and the City of Angels. Development of ATP project applications is a priority of CCOG.

In 2014, CCOG established a volunteer position to support the development of the Active Transportation Program. The volunteer started in 2015 by drafting a work plan focused on the areas of increasing physical activity and injury prevention through the promotion of transportation safety, community walks and runs and a community education campaign for pedestrians, riders and drivers. The second focus area is the promotion of healthy community design and development through awareness of local community priorities. Also, this will include the promotion of access to safe and convenient facilities increasing areas to walk and bike. The promotion of safe walking routes and walking groups identified by and featuring local residents will be posted on the [www.walkandbikecalaveras.org](http://www.walkandbikecalaveras.org). Local media coverage of the Plan activities will further promote community awareness and support.

In 2016 and 2017 CCOG coordinated with the Calaveras Unified School District and Mark Twain School District to develop a bicycle and pedestrian safety education campaign and planning for activities such as a walk to school day. Various other agencies were involved including San Andreas Recreation and Park District, Calaveras Public Health Services, California Highway Patrol, Mark Twain Medical Center, San Andreas Elementary School, Mark Twain Elementary School and the City of Angels.

CCOG will continue to enhance existing relationships with local community partners to meet the goals of the Active Transportation Plan.

## AVIATION FACILITIES

The Calaveras County Airport, Maury Rasmussen Field, is a public general aviation airport located four (4) miles southeast of the central business district of San Andreas. The airport, owned by the County of Calaveras, is a 93 acre facility with a single 3,602 foot runway. The airport has 43 hangar spaces, 64 tie downs, and is home to 77 based aircraft. The current aircraft activity level is estimated to be 30,000 annual operations. The majority of activity, 85%, is small, single engine aircraft. Maury Rasmussen Field is in the Federal Aviation Administrations (FAA) Nation Plan of Integrated Airports Systems (NPAIS). This designation makes the airport eligible to apply for federal grants to maintain and upgrade facilities.

The Calaveras County Airport Land Use Commission (ALUC) adopted the *County of Calaveras Airport Land Use Compatibility Plan* on June 2, 2010. The basic function of the plan is to promote compatibility between Calaveras County Airport and the land uses surrounding it to the extent that these areas have not already been devoted to incompatible uses. The plan accomplishes this function through establishment of a set of compatibility criteria applicable to new development around the airport. Neither the plan nor the ALUC have authority over existing land uses or over operation of the airport. The General Plan and any applicable specific plans must be consistent with the ALUC plan. Current County efforts are focused on implementation of the ALUC.

## AIR QUALITY CONFORMITY

In general, Calaveras County has good air quality. However, Calaveras County exceeded the state hourly ozone standard (0.09 ppm or 180 µg/m<sup>3</sup>). Calaveras County is also in non-attainment (in San Andreas) for the new federal 8-hour ozone standard (0.08ppm or 157µg/m<sup>3</sup>) and the state 8-hour ozone standard (0.07ppm or 137µg/m<sup>3</sup>).

## AGENCY COORDINATION

Inclusive of our Partner Agencies, the CCOG coordinates regional transportation planning activities with other public agencies, including Caltrans, the California Transportation Commission, neighboring Regional Transportation Planning Agencies, Tribal Governments, and other interested groups. The Technical Advisory Committee (TAC) and Executive Management Group (EMG) contribute greatly to CCOG success in interagency collaboration. The support of key personnel on each committee is pivotal to CCOG's ability to coordinate transportation planning activities countywide.

The CCOG works closely with several non-profit agencies and community groups. The Ebbetts Pass National Scenic Byway Association (EPNSBA) is a non-profit community organization dedicated to enhancing the unique resources along the byway. The CCOG supports the efforts of the EPNSB one of the seven federal recognized scenic byways in the State.

The CCOG plays a role in supporting its partners through the application of various grant funded programs. The Core Function of the CCOG in the management of grant programs includes:

- ❖ Pursuit of state and federal transportation grants
- ❖ Local jurisdiction funding support and coordination
- ❖ Oversight of public transit funding

Successful grant application will be dependent upon planning and programming strategies, pairing projects with the right grant criteria, leveraging funds, and positive working relationships with other agencies.

### Coordination and Consultation with Native American-Tribal Government(s)

Calaveras County has one federally recognized Tribal Government within its boundaries, the California Valley Miwok Tribe. As mandated by federal and state guidelines, regulations and/or statutes, the CCOG needs to ensure the needs of Native American Tribes are identified, considered and addressed during the earliest stages of transportation planning and project delivery. These formal Tribal government-to-government relations should be documented (i.e., Tribal Council meeting agendas, attendance lists, presentation materials, etc.). Consultation with a federally recognized Tribe is a distinct relationship and separate from Native American tribes or individuals who are included in the Public Participation Process.

Tribal Government	Contact Person	Location	Telephone
California Valley Miwok Tribe (CVMT)	Silvia Burley, Chairperson	10601 N. Escondido Pl. Stockton, CA 95212	(209) 931-4567 (209) 931-4333 Fax

## COMMUNITY PARTICIPATION

The Calaveras Council of Governments is subject to and complies with the Brown Act (also known as the Open Meeting Act). Therefore, all regular meetings are open to the public and the agendas are posted in accordance with the Brown Act. The agendas are also posted on the CCOG's website at [www.calacog.org](http://www.calacog.org). Our office, located at 444 E. St. Charles Street in San Andreas, is open from 8 am-5 pm Mon. through Fri. and the public is always welcome.

The CCOG adopted a Title VI Program in September of 2018. The Program includes Title VI Policies and Procedures, Public Participation Plan, and Limited English Proficiency Plan. As a staple of agency business, the CCOG encourages public participation through various outreach efforts. Standing sources and avenues for feedback and participation include: Social Services Transportation Advisory Council (SSTAC), community meetings, surveys, steering committees, local websites, major document reviews, and Council meetings. The CCOG solicits public review and input when updating its long range planning document, the Regional Transportation Plan. Public input is also welcomed at monthly CCOG meetings regarding any planning item under the jurisdiction of the Council. On an annual basis, the CCOG holds a public hearing for Unmet Transit Needs prior to making significant changes in public transit service in the County. The CCOG also holds a public hearing prior to the acceptance or adoption of any other planning documents or major policy decisions.

### Public Participation Process with the Native American Population

The Calaveras County region is also the ancestral home to a number of 1) non-federally recognized California Native American tribes, communities, organizations, groups, or individuals living within its jurisdiction and 2) federally recognized Tribes from neighboring counties. Tribal involvement and coordination early on in the process will ensure important insight, knowledge, and/or information on a variety of transportation, economic, social and environmental issues and needs can be learned firsthand from involving the Native American population.

Austin Sos, the District 10 Native American Liaison can be reached at (209) 948-7936 for updated contact information. An expanded list of Native American Tribes, organizations, and individuals within CCOG boundaries can also be requested from the Native American Heritage Commission, 915 Capital Mall, Sacramento, CA 95814 or call (916) 653-4082.

### SSTAC

The Social Services Transportation Advisory Council (SSTAC) was established under the requirements of the Transportation Development Act (TDA), to ensure that unmet transit needs are identified within the County. Members and alternates of SSTAC are appointed by the CCOG from a list of applicants. These members shall be appointed according to Section 99238 of the TDA Statutes and California Code of Regulations. The statute indicates a minimum of nine (9) members. Calaveras County's SSTAC will include the following categories of membership:

- ❖ One representative of potential transit users who is 60 years of age or older.
- ❖ One representative of potential transit users who are persons with a disability.
- ❖ Two representatives of local social service providers for seniors, including one representative of a social service transportation provider, if one exists.
- ❖ Two representatives of a local social service provider for persons with disabilities, including one representative of a social service transportation provider, if one exists.
- ❖ One representative of a local social service provider for persons of limited means.
- ❖ Two representatives from the local consolidated transportation service agency, if one exists, including one representative from an operator, if one exists.

In addition, a representative from Caltrans District 10 shall be an ex-officio member of this Advisory Committee. The CCOG Board may appoint additional members from the transportation and the social service community in accordance with TDA legislation. Any qualified person who lives or works in Calaveras County may apply for membership on the SSTAC.



## Community Meetings

Additional outlets for public participation present themselves on a regular basis. The CCOG is regularly asked to speak with various community groups regarding a variety of topics related to our mission. These invitations offer a special opportunity to receive input from specific communities, including traditionally under-represented and under-served populations such as the elderly, persons with disabilities, low-income, and minority communities/groups, and community leaders, while at the same time clarifying our role in the region, explaining transportation planning and funding, and delving into our Overall Work Program.

## Surveys/Questionnaires

The CCOG has found surveys and questionnaires to be an effective avenue for quantifying feedback from community members, including traditionally under-represented and under-served populations such as the elderly, persons with disabilities, low-income, and minority communities/groups and community leaders. A number of projects make use of this fast, efficient and cost effective manner of public outreach for input.

## Websites

The CCOG utilizes these local media outlets as often as possible to disseminate key dates, surveys, and other information that are of significance. Thepinetree.net, myvalleysprings.com, www.calaverasenterprise.com, www.walkandbikecalaveras.org and www.calacog.org are just a few of the sites that serve as a conduit for the Council of Governments. The CCOG has also joined Facebook-Like us or share our page.

## STATE PLANNING AND PROGRAMMING

The CCOG is the State mandated Regional Transportation Planning Agency. As such, the CCOG prepares the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Plan (RTIP). The CCOG is also responsible for administering the Transportation Development Act (TDA) funds for Calaveras County jurisdictions. All projects must be in the RTP and may be in the RTIP in order to receive consideration for funding allocated by the CCOG. The RTIP is the program by which projects are nominated to the State Transportation Improvement Program (STIP).

## OTHER FEDERAL AUDIT REQUIREMENTS

The Calaveras Council of Governments will obtain grant agreements from the grantor or pass through entity that lists the Catalog of Federal Domestic Assistance (CFDA) number at the time the Council receives a federal award and retain the agreements in the grant file so they are available in years that a single audit is required.

Planning Factors	1. Administration and Transportation Development Act (TDA) Administration	2. Triennial Performance Audit	3. Regional Planning and Coordination	4. Overall Work Program- Dev	5. Planning, Programming and Monitoring of State and	6. Project Delivery and Support	7. Grant Development	8. Regional Transportation Plan Update	9. Data Development and GIS Support	10. Calaveras Transit Management and Operations	11. Transit Planning	12. Promoting Safe Bicycle Travel Opportunities for Tourism	13. Long Range Transit Plan	14. Regional GHG Inventory & Reduction Plan	15. SB 743 Regional Threshold Development
1. Support the economic vitality of the metropolitan area, by enabling global competitiveness, productivity & efficiency.	X		X	X	X	X			X	X	X	X	X	X	X
2. Increase the safety of the transportation system for motorized & non-motorized users.	X		X	X	X	X	X		X	X	X	X	X	X	X
3. Increase the security of the transportation system for non-motor & motorized users.	X		X	X	X	X	X		X	X	X	X	X	X	X
4. Increase the accessibility & mobility of people and freight.	X		X	X	X	X	X		X	X	X	X	X	X	X
5. Protect & enhance the environment, promote energy conservation, improve quality of life, & promote consistency between transportation improvements, & state & local planned growth & eco development patterns.	X		X	X	X	X			X	X	X	X	X	X	X
6. Enhance the integration & connectivity of the transportation system across & between modes, people	X		X	X	X	X	X		X	X	X	X	X	X	X
7. Promote efficient system management and operation.	X		X	X	X	X	X		X	X	X	X	X	X	X
8. Emphasize the preservation of the existing transportation system.	X		X	X	X	X	X		X	X	X	X	X	X	X
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation	X		X	X	X	X	X		X	X	X	X	X	X	X
10. Enhance travel and tourism	X		X	X	X	X	X		X	X	X	X	X	X	X

Calaveras Council of Governments  
 Overall Work Program 2020-2021 Amendment No. 2

Approved: 3/3/2021 Resolution No. FY21-21		RIP 5% FUND (PPM)	Rural Planning Assist (RPA)		Local Transportation Funds (LTF)		Regional Surface Transportation (RSTP)		GRANTS & Other*		TOTALS			
Carry Over Funds & Project Carry Over Balances		\$44,140	\$76,725		\$39,516		\$140,567		\$0		\$300,948			
SB 1 Grants		\$0	\$0		\$0		\$0		\$0		\$0			
2020-2021 Budget		\$46,000	\$230,000		\$367,298		\$157,742		\$65,585		\$866,625			
<b>BUDGET TOTALS</b>		<b>\$90,140</b>	<b>\$306,725</b>		<b>\$406,814</b>		<b>\$298,309</b>		<b>\$65,585</b>		<b>\$1,167,573</b>			
<b>CCOG Core Functions and Operations Budget</b>														
<b>Administration and TDA Administration</b>														
Work Item #	Contract	CCOG	Carry Contract	Contract	CCOG	Contract	CCOG	Contract	CCOG	Contract	CCOG	Match	TOTALS	
20-21 1	Administration and Transportation Development Act (TDA) Administration					90,980	241,044						332,024	
20-21 2	Triennial Performance Audit					35,000	19,790						54,790	
<b>Regional Planning and Project Programming, Monitoring and Support</b>														
20-21 3	Regional Planning and Coordination			11,500	27,028					58,976			97,504	
20-21 4	Overall Work Program - Development				29,576								29,576	
20-21 5	Planning, Programming and Monitoring of State and Federal Programs	22,039	27,961							5,679			55,679	
20-21 6	Project Delivery and Support		12,247						17,323	2,516			32,086	
20-21 7	Grant Development			3,020	6,000				30,000	7,153			46,173	
20-21 8	Regional Transportation Plan Update	27,893		16,360	10,522					3,815			58,590	
<b>Economic Development</b>														
20-21 9	Data Development and GIS Support			4,600	980								5,580	
<b>Multimodal Transportation Planning and Public Outreach</b>														
20-21 10	Calaveras Transit Management and Operations											65,585	65,585	
20-21 11	Transit Planning					15,000	5,000						20,000	
20-21 12	Long Range Transit Plan				1,193				110,750				111,943	
20-21 13	Promoting Safe Bicycle Travel Opportunities for Bicycle Tourism - TCTC				1,000								1,000	
<b>City and County Projects</b>														
20-21 14	Regional GHG Inventory & Reduction Plan			75,753	26,480					10,000			112,233	
20-21 15	SB 743 Regional Threshold Development			972	91,741				37,097	15,000			144,810	
		\$ 49,932	\$ 40,208	\$ 76,725	\$ 153,701	\$ 76,299	\$ 140,980	\$ 265,834	\$ 195,170	\$ 103,139	\$ -	\$ 65,585	\$ -	\$ 780,759
<b>BUDGET TOTALS</b>		<b>\$90,140</b>		<b>\$306,725</b>			<b>\$406,814</b>		<b>\$298,309</b>		<b>\$65,585</b>		<b>\$1,167,573</b>	

\*See work element for more detail

# **Administration and Transportation Development Act Administration**

**Calaveras Council of Governments**

## **Work Element 20/21 – 01**

### **ADMINISTRATION AND TRANSPORTATION DEVELOPMENT ACT (TDA) ADMINISTRATION**

#### **PURPOSE**

This work element includes activities for providing administration and financial support for the operation of the Calaveras Council of Governments and its advisory committees. A core responsibility of the Calaveras Council of Governments (CCOG) is to administer Transportation Development Act (TDA) funds, which includes Local Transportation Funds (LTF) and State Transit Assistance (STA) funds. Both LTF and STA are used to operate public transit, construct bicycle and pedestrian facilities, and maintain streets and roads infrastructure. Under TDA statute, the CCOG is responsible for preparing preliminary and final estimates of LTF and STA apportionments, conducting fiscal audits and performance audits and transit coordination. The CCOG has appointed members to a Social Services Advisory Council in accordance with the TDA Statute 99238. In addition, the CCOG provides assistance to the Calaveras Transit Agency in the development of grant/funding applications and is responsible for the associated programming and reporting documents.

#### **PREVIOUS WORK**

This is an ongoing Work Element in the Overall Work Program (OWP) created to distinguish between indirect and direct costs.

#### **TASKS/METHODOLOGY**

1. Coordinate and prepare Council meetings, Technical Advisory Committee Meetings, and Executive Management Group meetings (agendas, minutes, notices, staff reports, backup documentation, etc.) – Monthly/Quarterly
2. Administer and develop CCOG operations budget, including reporting of financials and funds – As Needed
3. Personnel administration – As Needed
4. Maintain and update CCOG website – As Needed
5. Office lease – Monthly
6. Purchase and maintain office equipment – As Needed
7. Reports to Caltrans regarding funds – As Needed
8. General public information and outreach activities including press releases and newsletters – As Needed
9. Provide management and oversight of Public Transit Funds, including reviewing and processing claims – As Needed
10. Contract for and oversee fiscal compliance audits and implementation of audit findings – Annually
11. Assist claimants with preparation of claims or agenda documentation – As Needed
12. Develop and update the CCOG operating policies and procedures and personnel policies – As Needed
13. Attend governmental and professional conferences and/or training – As Needed
14. Track claims and expenditures as allocated by the CCOG – As Needed
15. Update transportation/transit claim guidelines and forms – As Needed
16. Purchase and maintain Accela Government Meeting Software – As Needed
17. Maintain adequate filing system and records retention – As Needed
18. Legal services – As Needed

#### **PROPOSED PRODUCTS**

1. Fiscal and Compliance Audits, December 2020 – March 2021
2. Financial reports, monthly
3. State Controller's annual report, December 2020
4. Accounting reports/payroll/payment authorization/tax reports, ongoing
5. Employee performance reviews, annually
6. Operations budget, Amendments, Tracking, Budget to Actual Reporting, ongoing
7. Allocation Instructions to City/County Auditor, ongoing
8. Press releases, public notices
9. Program reporting documents, ongoing
10. Agenda development, Staff reports, ongoing
11. Updated policies and procedures, administrative operating procedures, and personnel policies, as needed
12. Invoices for printing, postage, computer maintenance and equipment, office supplies, travel etc., ongoing



**FUNDING SOURCES AND AGENCY PARTICIPATION:**

<b>Responsible Agency</b>		<b>Budget</b>	<b>Fiscal Year</b>	<b>Funding Source</b>
Calaveras Council of Gov.		\$241,044	2020/21	LTF
MOU with Calaveras County Auditor & Treasurer		\$25,000	2020/21	LTF
Legal Services Neumiller & Beardslee		\$30,480	2020/21	LTF
Outside Bookkeeper Robert Merritt		\$8,600	2020/21	LTF
Richardson and Company CCOG, Transit, Non Transit Audits		\$26,900	2020/21	LTF
<b>TOTAL</b>		<b>\$332,024</b>		

**Work Element 20/21 – 02  
 TRIENNIAL PERFORMANCE AUDIT 2017/18 – 2019/20**

**PURPOSE**

California Public Utilities code requires that all Transit Operators and Regional Transportation Planning Agencies complete a Triennial Performance Audit. The Audit will provide a comprehensive review of the economy, efficiency, and effectiveness of the Calaveras Council of Governments and Transit System under management's control. The audit measures performance against acceptable criteria and focuses on management's planning and control systems.

The Audit will provide management with necessary information to assess past activities, insight for future efforts, as well as review and evaluate the agency's organization and operations.

**PREVIOUS WORK**

- Triennial Performance Audit, FY 2014/15 – 2016/17

**TASKS/METHODOLOGY**

1. Issue Request for Proposals
2. Conduct Interviews and Award Contract
3. Kick-Off Meeting
4. Begin Audit Field Work
5. Report Preparation and completion
6. Council Presentations

**PROPOSED PRODUCT**

- Final Performance Audit submitted to Caltrans Division of Mass Transportation for the following fiscal years: 2017-18, 2018-19 and 2019-20.

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Consultant Contract		\$35,000	2020/21	LTF
Calaveras Council of Gov.		\$19,790	2020/21	LTF
<b>TOTAL</b>		<b>\$54,790</b>		

# **Regional Planning and Project Programming, Monitoring and Support**

**Calaveras Council of Governments**

**Work Element 20/21 – 03**  
**REGIONAL PLANNING AND COORDINATION**

**PURPOSE**

The purpose of this Work Element is to fulfill the regional transportation planning duties of the Calaveras Council of Governments (CCOG) whose sole function is to act as the lead planning and funding agency for transportation projects and programs in Calaveras County. The CCOG is an organization by which Member Agencies address regional needs through coordination, collaboration, and partnership. This Work Element includes coordination with outside agencies, local jurisdictions, general public and the private sector to address current and long-range issues that impact transportation planning, and to make technical and policy recommendations to the Calaveras Council of Governments (CCOG).

**PREVIOUS WORK**

This is an ongoing Work Element in the OWP, providing for direct costs associated with CCOG Staff time. Specific previous work associated with regional planning and coordination includes:

- Title VI Plan
- Public Outreach Plan
- Annual DBE Reporting
- Support and participation in City and County regional transportation planning projects and sustainable communities transportation planning grants

**TASKS/METHODOLOGY**

This is an annual ongoing work element, wherein many of the following tasks will be conducted throughout the fiscal year. The timeframe details of the specific projects can be found in each associated work element.

**RPA Eligible Tasks**

1. Provide support for ongoing planning duties which includes participation at California Transportation Commission Meetings, CalCOG, Rural Counties Task Force, and other meeting necessary to fulfill the mandated Planning Functions of the Organization
2. Coordinate the Technical Advisory Committee (TAC) and agenda materials presented
3. Preparing for and attending board meetings – For items related specifically to regional transportation planning functions.
4. Prioritize and coordinate CCOG Planning Functions through work with local agencies, including Tribal Government, Caltrans, and community partners
5. Participate in the development, review and/or comment on transportation planning documents or studies of the local agencies to ensure consistency with the Regional Transportation Plan (RTP) and/or other regionally accepted documents
6. Review relevant planning documents for consistency with the Regional Transportation Plan and monitor implementation as needed.
7. Plan, prepare and update regional planning documents and coordinated plans as needed
8. Review and respond as necessary to legislative requirements and changes in transportation planning processes
9. Hold technical workshops/meetings for local agencies on topics related to transportation planning and/or council functions
10. Present planning projects and/or updates on regional transportation projects/issues before the City Council and County Board of Supervisor meetings
11. Attend Airport Land Use Commission meetings as needed and relevant to current planning projects or the RTP.
12. Update as needed Title VI Policies and Procedures, required for Federal grants
13. Assist local agencies and/or regional partners with regional planning projects and/or planning processes, including but not limited to the following current projects:
  - Promoting Safe Bicycle Travel Opportunities for Bicycle Tourism – TCTC
  - Caltrans Transportation Planning Grants
14. Ensure compliance with State and Federal requirements such as Disadvantage Business Enterprises (DBE) and Title IV
15. Support for daily planning functions of COG

**PROPOSED PRODUCTS**

1. Reports to the Council on meetings – Monthly, meetings are held on the first Wednesday of each month, reports will be filed on Friday before the next meeting if necessary
2. Correspondence/communication to other Governmental Agencies and/or Jurisdictions, stakeholders, and the public – As needed and requested, requests shall be responded to in a timely manner or based on resources available
3. Technical Advisory Committee (TAC) meeting agendas and minutes – Monthly, third Wednesday of each month
4. Meetings attended – As Required
5. Documented Tribal government to government relations – As needed, Tribal governments will be contacted at critical junctions of projects when needed
6. DBE and other reports – As required, Uniform Report of DBE Commitments/Awards or Payments are due to Caltrans the April 1<sup>st</sup> and October 1<sup>st</sup>

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Consultant Contract		\$11,500	2020/21	RPA
Calaveras Council of Gov.		\$27,028	2020/21	RPA
Calaveras Council of Gov.		\$58,976	2020/21	RSTP
<b>TOTAL</b>		<b>\$97,504</b>		



**Work Element 20/21 – 04  
OVERALL WORK PROGRAM - DEVELOPMENT**

**PURPOSE**

The Overall Work Program (OWP) is a necessary programming document to carry out CCOG core planning functions and documents. The OWP provides a public process for the identification and prioritization of CCOG planning funds. The OWP does not include capital projects and is utilized as a planning focused programming tool including at a minimum descriptions of the planning activities and resulting products, the cost of the work with identified funding sources, and the responsible agency. This Work Element provides for Staff activities related to the development, public and technical participation, and monitoring of the CCOG OWP and planning projects.

**PREVIOUS WORK**

Completion of the 2019/20 Overall Work Program (OWP).

**TASKS/METHODOLOGY**

Development and monitoring of the OWP occurs throughout the fiscal year. CCOG develops OWP amendments as needed to identify carryover, changes in work tasks or needs, and funding.

**RPA Eligible Tasks**

1. Prepare Quarterly Caltrans reports on the status of regional planning projects — Due to Caltrans the month following the end of each quarter: October 31<sup>st</sup>, January 31<sup>st</sup>, April 30<sup>th</sup>, and July 31<sup>st</sup>
2. Research and prepare current and future year OWP consistent with regional goals and priorities — As required, Caltrans requires that any current year OWP amendments are due by May 1<sup>st</sup> and the future year draft is due March 1<sup>st</sup> and the final is due June 1<sup>st</sup>
3. Manage and monitor the OWP, prepare process of amendments and coordinate support with local agencies — As needed, OWP is monitored throughout the year and amendments are made as needed
4. Prioritize and coordinate CCOG planning functions through public processes — As needed
5. Participate with Regional, Local, and State Agencies in planning efforts that may affect OWP priorities — As required
6. Work collaboratively through the Technical Advisory Committee to strengthen relationships necessary to conduct regional planning and the identification of community planning priorities — As needed, in general TAC meetings are held monthly on the third Wednesday of each month
7. Preparation and submittal of the Year End Package and Certification of Expenditures – August – October 2020

**PROPOSED PRODUCT**

1. OWP Draft, Final, and needed Amendments – OWP draft is due March 1<sup>st</sup>, final is due June 1<sup>st</sup>, amendments made as needed by May 1<sup>st</sup>
2. Quarterly reports – Due to Caltrans the month following the end of each quarter: October 31<sup>st</sup>, January 31<sup>st</sup>, April 30<sup>th</sup>, and July 31<sup>st</sup>
3. Meeting minutes and agendas – As needed, in general CCOG meetings are held on the first Wednesday of each month, agendas are available the Friday before meeting and meeting minutes are approved at the following meeting.
4. Documented Tribal government to government relation – Tribal governments will be contacted at critical junctions of projects when needed

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Calaveras Council of Gov.		\$29,576	2020/21	RPA
<b>TOTAL</b>		<b>\$29,576</b>		

**Work Element 20/21 -05**

**PLANNING, PROGRAMMING AND MONITORING OF STATE AND FEDERAL PROGRAMS**

**PURPOSE**

State and Federal Programming is a long-standing and ongoing function of CCOG and necessary to ensure the implementation of the Regional Transportation Plan (RTP). As the statutorily designated Regional Transportation Planning Agency (RTPA) for Calaveras County, CCOG is responsible for promoting an open and transparent process in the selecting and prioritizing projects to use available state and federal transportation grant funds including those from the State Transportation Improvement Program (STIP) and FAST-ACT. The most critical responsibility for CCOG is to program the Regional Transportation Improvement Program (RTIP) funds allocated to Calaveras County. CCOG also advocates for the allocation of Statewide ITIP/SHOPP funds for shared projects on state highways within Calaveras County. Once these selections are made, CCOG will ensure that project requests in the RTIP and ITIP are included in the STIP.

**PREVIOUS WORK**

This is an ongoing Work Element in the OWP, providing for direct costs associated with CCOG Staff time and Consultant Contracts.

**TASKS/METHODOLOGY**

This is an annual ongoing work element, wherein many of the following tasks will be conducted throughout the fiscal year.

1. Planning, programming, and monitoring of activities associated with the RTIP, STIP, ITIP, and FSTIP to ensure consistency with the Regional Transportation Plan (RTP), transparency and community participation – As Needed
2. Participate and provide support at Caltrans, California Transportation Commission, RTPA Group, and other meetings and workshops regarding development of STIP, programming and funding issues, and legislative matters – As Needed
3. Provide the City of Angels Camp, County of Calaveras, and Council of Governments with data regarding STIP programming and implementation policies – As Needed
4. Coordinate, consult, and collaborate with Tribal Governments – As Needed
5. Monitor CCOG’s RTIP in accordance with State statutory requirements and to ensure consistency with the RTP and community goals and priorities – As Needed
6. Prepare STIP and FTIP amendments – As Needed
7. Monitor and track status of apportionments, obligational authority, and lapsing funds for programs such as CMAQ, RSTP, STIP, etc. – As Needed
8. Monitor progress of State and Federal Transportation Bill activities – As Needed
9. Develop funding strategies and coordinate with Caltrans, CTC and other agencies – As Needed
10. Maintain updates to programmed project cost estimates – As Needed
11. Conduct workshops or presentations regarding funding programs and impacts – As Needed
12. Work with State and Federal agencies to leverage RTIP funded projects – As Needed

**PROPOSED PRODUCTS**

1. Calaveras RTIP and CTC adopted STIP – Biennially
2. STIP and FTIP Amendments – As Needed
3. Documented Tribal Government relations – As Needed
4. Programming documents – As Needed
5. Staff reports and presentations – As Needed

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency	Budget	Fiscal Year	Funding Source
Consultant Contracts	\$22,039	2020/21	PPM
Calaveras Council of Gov.	\$27,961 \$5,679	2020/21 2020/21	PPM RSTP
<b>TOTAL</b>	<b>\$55,679</b>		

**Work Element 20/21 – 06  
PROJECT DELIVERY AND SUPPORT**

**PURPOSE**

This is an ongoing Work Element and is necessary to ensure that projects using federal, state, and local grant funds use those funds in a timely and cost effective manner. Additional responsibilities include coordination with local and Tribal jurisdictions to develop projects that meet specific federal program guidelines.

**PREVIOUS WORK**

This is an ongoing Work Element in the OWP, providing for direct costs associated with CCOG Staff time and consultant contracts.

**TASKS/METHODOLOGY**

1. Develop and coordinate the projects and funds in the Capital Improvement Program (CIP) – As Needed
2. Develop necessary amendments to the CIP – As Needed
3. Plan for, monitor and report on status of projects in the CIP – As Needed
4. Promote the timely use of Federal, State, and Local Funds – As Needed
5. Take necessary steps to prevent loss of funds to the region. Develop correspondence, allocation requests, time extension request, and reports – As Needed
6. Submit quarterly reports to the Council – Quarterly (April, August, October, February)
7. Monitor STIP, FSTIP, RSTP, and CMAQ project implementation including project support – As Needed
8. Attend Caltrans Local Assistance webinars and update meetings – As Needed
9. Attend Project Development Team and coordination meetings with implementing jurisdictions/Caltrans to discuss the status of projects and to resolve project delivery issues – As Needed
10. Develop and maintain STIP, FSTIP, RSTP, and CMAQ project status database, with components to increase and strengthen public participation including access to planning and project activities – As Needed
11. Attend other coordination meetings with Caltrans to discuss changes in the scope, budget, and/or schedule of STIP, FSTIP, RSTP, and CMAQ projects – As Needed
12. Process allocation requests from Local Project Sponsors for STIP and CIP Projects – As Needed
13. Review local agency submissions for reimbursement – As Needed
14. Monitor project implementation schedules – As Needed
15. Release call for projects to program State and Federal funds to local projects – Triennially or As Needed

**PROPOSED PRODUCTS**

1. Project database — As Needed
2. Quarterly CIP reports — Quarterly
3. Grant/funding applications — As Needed
4. Allocation Requests — As Needed
5. Meeting agendas — As Needed
6. Staff reports and presentations — As Needed
7. Documented of Tribal government to government relations — As Needed

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
On-Call Consultant Contract		\$17,323	2020/21	RSTP
Calaveras Council of Gov.		\$12,247 \$2,516	2020/21 2020/21	PPM RSTP
<b>TOTAL</b>		<b>\$32,086</b>		

**Work Element 20/21 – 07  
GRANT DEVELOPMENT**

**PURPOSE**

This is an ongoing Work Element to provide for the notification, research and technical assistance to local agencies in identifying and applying for transportation grant opportunities, for projects consistent with the Regional Transportation Plan and other Regional accepted plans.

**PREVIOUS WORK**

This is an ongoing Work Element in the OWP, providing for direct costs associated with CCOG Staff time or consultant costs.

**TASKS/METHODOLOGY**

1. Research and disseminate information on transportation grants available to the Region
2. Solicit applications and provide technical assistance to applicants on projects of regional significance
3. Attend Federal, State or Local training workshops on grant programs
4. Prepare staff reports for the CCOG on applications to seek funds
5. Utilize consultants to gather information and prepare grants
6. Collect and analyze data necessary for grant applications
7. Technical studies, as necessary
8. Analyze trends, current and forecast, in production, consumption, and through traffic, as well as population trends.
9. Analyze current and forecast trends that could impact goods movement in the region including demographic and economic analysis of goods production, consumption, and through traffic.
10. As needed, coordinate and consult with all Tribal Governments on grant process and development
11. Coordinate with community and stakeholders
12. Participate in review of FTA 5310 and 5311 grant funding and other transit grant funding opportunities – As Needed
13. Facilitate and develop grant application and funding support to Local Agencies– As Needed

**PROPOSED PRODUCT**

1. Information notices, support letters, grant applications— As Needed
2. Technical studies and memos — As Needed
3. Record of attendance at workshops— As Needed
4. Letters of support — As Needed
5. Staff reports— As Needed
6. Grant applications — As Needed

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Consultant Contract		\$3,020	2020/21	RPA
		\$30,000	2020/21	RSTP
Calaveras Council of Gov.		\$6,000	2020/21	RPA
		\$7,153	2020/21	RSTP
<b>TOTAL</b>		<b>\$46,173</b>		

## **Work Element 20/21 –08 REGIONAL TRANSPORTATION PLAN (RTP) UPDATE**

### **PURPOSE**

The purpose of this element is to update the 2017 Regional Transportation Plan (RTP). The update will reflect changes to the local communities, include coordination with City and County planning efforts that have been complete or are currently underway such as the County General Plan update. The update is also necessary to reflect changes in growth, the economy, and available funding.

The RTP provides the means to establish transportation goals, policies and funding strategies, and to identify projects needing to be implemented over a twenty-year time horizon. Transportation facilities addressed in the plan include roadways, bridges, airports, bicycle/pedestrian facilities, as well as transportation demand management strategies.

As the Regional Transportation Planning Agency (RTPA), the CCOG is required by California law to adopt and submit an approved RTP to the California Transportation Commission (CTC) every four years. The next CCOG RTP is due in October 2021. The RTP is the primary planning document produced by CCOG and provides the policy basis for all major transportation infrastructure funding programs within the jurisdiction of the COG.

### **PREVIOUS WORK**

1. Regional Transportation Plan (2017)
2. Bicycle and Pedestrian Master Plan Updates (2015)
3. Calaveras County Coordinated Public Transit-Human Services Transportation Plan (2014)
4. Short Range Transit Plan Update (2015)
5. UPlan Land Use Growth Model
6. Multiple Corridor and Complete Street Plans
7. Public Participation Plan
8. Request for Proposal for consultant to update RTP and associated Environmental Documentation
9. 2017 Regional Transportation Plan and Outreach

### **TASKS/METHODOLOGY-RTP**

1. Project planning and coordination
2. Public outreach
3. Update Calaveras Travel Demand Model
4. Plan development
5. Complete Initial Study; determine appropriate type of Environmental Document
6. Prepare Final RTP and Environmental Document
7. Public hearing
8. Adopt RTP and certify Environmental Document
9. Implementation and monitoring of the regional Transportation Plan (RTP); amendments as necessary; provide planning support to local agencies and the community in the implementation of the Regional Transportation Plan

### **PROPOSED PRODUCTS**

1. Staff reports, memos – As needed
2. Draft report documents and technical memorandums – At key milestones of project
3. Public outreach documents such as PowerPoint presentation, meeting notes and summaries, surveys – At key milestones of project
4. Draft RTP – March 2021
5. Final RTP – May 2021
6. Environmental Document – May 2021

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

<b>Responsible Agency</b>		<b>Budget</b>	<b>Fiscal Year</b>	<b>Funding Source</b>
Consultant Contract		\$27,893 \$16,360	2020/21 2020/21	PPM RPA
Calaveras Council of Gov.		\$10,522 \$3,815	2020/21 2020/21	RPA RSTP
<b>TOTAL</b>		<b>\$58,590</b>		

# **Economic Development**

**Calaveras Council of Governments**

## **Work Element 20/21 – 09 DATA DEVELOPMENT AND GIS SUPPORT**

### **PURPOSE**

The purpose of this Work Element is to continue the collection of data and tools used to support economic development and transportation planning studies. This Work Element will continue to expand CCOG's technical and regional data sharing role, with a focus on developing and maintaining countywide transportation-related GIS data. This work enhances access to data and GIS resources and involves coordination with member agencies to improve the exchange between data providers and consumers. GIS data is also integrated into the Calaveras County UPlan, Travel Demand Model, and Pavement Management Systems and will be used to assist with development of the RTP.

Objectives include: To improve data quality, accuracy, and completeness; enhance access to data and GIS resources; provide GIS support services related to the roadway transportation system, and all transportation modes in Calaveras County; facilitate exchange between data providers and consumers; eliminate technical barriers to planning and policy analysis; and to better engage the public and community stakeholders via maps and visualization tools.

This work element may accommodate technical assistance to local agencies in addressing SB 743, a change in the California Environmental Quality Act (CEQA) Guidelines that changes the way transportation impacts are evaluated and mitigated.

### **PREVIOUS WORK**

1. Developed in-house GIS capabilities including software purchase, training, data development and acquisition
2. Development of land use growth model (i.e., UPlan) and integration with travel demand model
3. Online data resource page on CCOG website; compiled population and socioeconomic data
4. Developed standards and graphic template for use in agency documents
5. Collected spatial and tabular data
6. Generated map products and spatial analyses for grant applications, presentations, and reports for member agencies, COG, and social service agencies
7. Accommodated data requests from our travel model for transportation data related to development projects
8. Online mapping tool for the City of Angels
9. Development of financial scenarios and coordination of pavement management tool for City and County modeling

### **TASKS/METHODOLOGY**

This is an annual ongoing work element, wherein many of the following tasks will be conducted throughout the fiscal year.

1. Perform studies, inventories, and evaluations to ensure adequate data is available to meet Planning Emphasis Areas and Federal Planning Factors
2. Provide ongoing organization, management, and analysis of tabular and spatial data to meet agency needs
3. Prepare special GIS data and maps, to meet agency needs; examples may include maps for grant applications, maps to display information or communicate regional planning issues, interactive online maps to share information and data with the public.
4. Provide technical support to local jurisdictions, as requested, in review of development projects/proposals and recommendations concerning transportation impacts of new development.
5. Development of tools and/or data to assist local agencies in addressing or meeting new state or federal mandates or changes in legislation or CEQA.
6. Maintain data resource page on the CCOG website; update commonly referenced US Census data from the decennial census, American Community Survey (ACS), and Census Transportation Planning Packages (CTPP) for Calaveras County; compile and update Department of Finance employment data
7. Coordinate with local jurisdictions and other agencies to share data and access to models; develop memorandums of understanding to ensure continued coordination.
8. Survey, or purchase, member jurisdiction business license and building permit data; convert tabular data to GIS/spatial data to enhance travel demand modeling efforts and results.
7. Data requests for travel demand model; post processing
8. Attend GIS, pavement management, or travel demand model related meetings, user groups, and training sessions (as needed). This may include the annual CalGIS meeting and ESRI (Environmental Systems Research Institute) sponsored trainings
9. Maintain and download software upgrades as they are released



**PROPOSED PRODUCTS**

1. Updated data resources page on CCOG website – As needed
2. Maps and GIS files – As needed
3. Data files, charts, graphs – As needed
4. Reports, documentation, presentation materials - As needed
5. Correspondence, meeting notes – As needed and requested, requests shall be responded to in a timely manner or based on resources available
6. Operating GIS, UPlan, TransCAD, and StreetSaver models – Annually

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Maintenance/Software Agreements		\$4,600	2020/21	RPA
Calaveras Council of Gov.		\$980	2020/21	RPA
<b>TOTAL</b>		<b>\$5,580</b>		

# **Multimodal Transportation Planning And Public Outreach**

**Calaveras Council of Governments**

## **Work Element 20/21 – 10**

### **CALAVERAS TRANSIT MANAGEMENT AND OPERATIONS**

#### **PURPOSE**

This is a new Work Element that covers tasks directly associated with managing and overseeing operations of the Calaveras Transit Agency (CTA). The Calaveras Transit Agency was formed in 2018 through a Joint Powers Agreement (JPA) between the City of Angels and County of Calaveras. Calaveras Transit currently operates a deviated fixed route system six days a week. Day-to-day operations is managed through a third-party contract with Paratransit Services. Paratransit Services is responsible for day-to-day operations including maintenance of the buses, staffing drivers and training, reporting, and dispatching.

Management of the transit system includes service planning, reporting, marketing and public outreach, financial oversight, grant/funding applications and administration, management of the operations contract, capital planning and delivery, and audits.

#### **PREVIOUS WORK**

1. Formation of Calaveras Transit Agency Joint Powers Agreement (JPA) and Transition Plan – Completed
2. Third party contract procurement and contract award
3. Management of transit system
4. Performance monitoring and reporting
5. Execution of rebranding and marketing campaign
6. Implementation of service improvements and changes
7. Implementation of capital projects

#### **TASKS/METHODOLOGY**

1. Develop Calaveras Transit Agency Board meeting agendas and materials, schedule and manage meetings - Monthly
2. Manage operations contract – As Needed
3. Develop performance reports for Boards and monitor performance on a regular basis – As Needed
4. Create and manage Transit Budget – Monthly/Annually
5. Apply for and manage State and Federal transit funding – As Needed
6. Conduct public outreach and attend events to disseminate information regarding public transit services and solicit feedback– As Needed
7. Develop and conduct surveys of riders or the public regarding transit service needs and as an avenue for data collection– As Needed
8. Enhance coordination and develop partnerships with non-profit and private transportation providers– As Needed
9. Develop marketing materials and public information documents such as brochures, timetables, maps, etc. – As Needed
10. Manage Calaveras Transit website and social media platforms – As Needed
11. Evaluate service plan and make service changes – As Needed
12. Attend training sessions and conferences as needed for funding/grants or transit industry information – As Needed
13. Plan for and manage capital project delivery – As Needed
14. Provide information to auditors for annual fiscal audits – As Needed

#### **PROPOSED PRODUCTS**

1. Continued operation of Calaveras Transit Agency – Ongoing
2. Performance Reports – Monthly and semi-annually
3. Presentations and outreach materials
4. Website and social media platforms
5. Marketing materials on transit services
6. Agreements with agencies for services
7. Operations Contract
8. Calaveras Transit Agency Board Staff reports and agendas

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

<b>Responsible Agency</b>		<b>Budget</b>	<b>Fiscal Year</b>	<b>Funding Source</b>
Calaveras Council of Gov.		\$65,585	2020/21	Calaveras Transit Agency (CTA)*
<b>TOTAL</b>		<b>\$65,585</b>		

\*Calaveras Transit Agency is funded by various State and Federal sources, including Federal Transit Administration, Transportation Development Act, State of Good Repair, Low Carbon Transit Operations Program, PTMISEA, CalOES, fare revenues, advertising revenues, and other local revenues.

**Work Element 20/21 –11  
TRANSIT PLANNING**

**PURPOSE**

This Work Element will focus on the activities involved with local transit planning. Much of the Work Element derives from the implementation of the Transportation Development Act (TDA), including conducting the annual unmet transit needs process, coordination of the Social Services Transportation Advisory Committee (SSTAC), conducting transit plans or studies.

**PREVIOUS WORK**

This is an ongoing Work Element in the OWP, providing for direct costs associated with CCOG Staff time. The CCOG has completed in FY 2018/19 the annual unmet transit needs process and report, facilitated the review of FTA 5310 applications, and completed the Short Range Transit Plan and coordinated public transit-human services transportation plan.

**TASKS/METHODOLOGY**

This is an annual ongoing work element, wherein many of the following tasks will be conducted throughout the fiscal year.

**PROPOSED TASKS**

1. Prepare, attend and follow-up to Calaveras Council of Governments (CCOG), and Social Services Transportation Advisory Committee (SSTAC) meetings as it relates to planning efforts. – Quarterly
2. Review Federal Legislation and FTA guidance to determine how to utilize programs and consider necessary involvement, including completion and updates to the coordinated human service transportation plan– As Needed
3. Review and comment on technical correspondence, report on other transit issues with the Technical Advisory Committee (TAC) – As Needed
4. Maintain ongoing consultation process with tribal governments regarding tribal transit needs to enable their participation in transportation planning and programming activities– As Needed
5. Participate in development of Transit Plans or Studies as supported by regional plans and prioritized by the CCOG– As Needed
6. Conduct annual Unmet Transit Needs analysis and outreach; develop Report of Findings – Annually
7. Review and evaluate transit service plans for consistency with SRTP recommendations and performance measures– As Needed
8. Encourage coordination amongst transportation service providers and utilize the Coordinated Humans Services Transportation Plan for guidance– As Needed
9. Participate in outreach events to disseminate information and gather feedback on transit needs – As Needed
10. Coordinate and attend meetings with partner agencies, non-profit organizations, and other stakeholders on transit needs and planning issues – As Needed

**PROPOSED PRODUCTS**

1. Technical reports on transit planning related issues to the CCOG, SSTAC and TAC
2. Staff reports
3. Transit Plans/Studies, as programmed
4. Unmet Transit Needs Finding Report – August 2020

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency	Budget	Fiscal Year	Funding Source
Consultant Contracts	\$15,000	2020/21	LTF
Calaveras Council of Gov.	\$5,000	2020/21	LTF
<b>TOTAL</b>	<b>\$20,000</b>		

## **Work Element 20/21 -12**

### **LONG RANGE TRANSIT PLAN**

#### **PURPOSE**

To develop a long-range vision for the future of Calaveras Transit Agency services. The Long-Range Transit Plan (LRTP) will provide a long-term perspective that sets a vision for transit's role as the County's population and transportation needs change. The LRTP will include a comprehensive assessment of Calaveras Transit Agency's services and facility needs. The project will consider how projected population, housing, and employment growth in the region will impact the future long-term need for public transportation and how the introduction of emerging technologies can promote innovation in public transportation while enhancing the performance of the transportation system. Utilizing the regional traffic model, the plan will project land use, population growth, and transit service expansion anticipated over the planning period.

The plan will provide long-range direction for the region's transit system to complement regional planning efforts, specifically, the Coordinated Human Services Plan update and Short-Range Transit Plan (SRTP). The SRTP provides a detailed blueprint for implementation of efficient and cost-effective service over a five-year period. Calaveras Transit Agency (CTA) will utilize the recommendations from the SRTP service capital and finance plan to implement services and make capital purchases during the planning period. The recommendations in the LRTP will provide long-range forecasting to anticipate changes in ridership and determine future facility and financial needs over a 20 to 25-year horizon. The SRTP and LRTP will serve as the foundation for the Transit portion of the Regional Transportation Plan update.

The Long-Range Transit Plan will include the following components:

- System Goals and Long-Term Strategic Vision
- Current and future market analysis
- Evaluation of Existing Services (from SRTP) and Future Gaps
- Analysis of Emerging Technologies and Alternative Service Delivery Models
- Future Capital and Facility Needs
- Service Improvements, Expansions, and Route Realignment Recommendations
- Long-Term Financial and Capital Plan
- Zero Emissions Bus Rollout Plan

#### **PREVIOUS WORK**

- Calaveras Transit Intercity Feasibility Study, May 2014
- Coordinated Public Transit-Human Services Transportation Plan – Update in progress, to be completed by February 2020
- Short Range Transit Plan - Update in progress, to be completed by February 2020

#### **TASKS/METHODOLOGY**

1. Conduct Request for Proposals (RFP) process and consultant selection; execute Professional Services Agreement
2. Progress memos and staff reports
3. Facilitated Board workshops, presentation and meeting prep
4. Public and advisory committee meetings, presentation and meeting prep
5. Develop long-range transit plan goals and objectives
6. Draft and final documents

#### **PROPOSED PRODUCT**

1. Staff reports, memos – As needed
2. Draft report documents – At key project milestones
3. PowerPoint presentation and meeting materials – As needed
4. Surveys – As needed
5. Draft Plan – June 2021
6. Final Long-Range Transit Plan – December 2021

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

<b>Responsible Agency</b>		<b>Budget</b>	<b>Fiscal Year</b>	<b>Funding Source</b>
Consultant Contract		\$110,750	2020/21	RSTP
Calaveras Council of Gov		\$1,193	2020/21	RPA
<b>TOTAL</b>		<b>\$111,943</b>		

## **Work Element 20/21 -13**

### **PROMOTING SAFE BICYCLE TRAVEL OPPORTUNITIES FOR BICYCLE TOURISM AND ECONOMIC DEVELOPMENT – SB 1**

#### **PURPOSE**

Tuolumne County Transportation Council (TCTC), Calaveras Council of Governments (CCOG), San Joaquin Council of Governments (SJCOG), Stanislaus Council of Governments (StanCOG), and Alpine County LTC (ACLTC), in collaboration with the California Bicycle Coalition Education Fund (CBC) will promote safe multimodal travel in our region and improve and promote bicycle tourism for economic development with an emphasis on improving disadvantaged, low income Rural Communities and Small Cities. TCTC is main applicant and CCOG is sub-applicant.

The Plan 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. The final deliverable will be a 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. The Plan will also identify strategies for promoting the region's bicycle tourism opportunities and encouraging economic development around tourism.

Overall project objectives include:

1. Create comprehensive plan for improving bicycle tourism opportunities in these five counties, focusing on scenic and rural state highways and local roads.
2. Focus on improving and benefiting disadvantaged, low income Rural Communities and Small Cities and focus on the rural and scenic roads that connect communities.
3. Identify opportunities for infrastructure improvements, such as shoulder widening, rumble strip installation, sight visibility improvements, and signage, to benefit all road users—including bicycle tourists as well as local residents.
4. Promote bicycle tourism as a tool to improve local economic development in Alpine, Calaveras, San Joaquin, Stanislaus, and Tuolumne Counties.
5. Increase bicycling and walking among residents of these five counties.
6. Promote multimodal safety and expanded travel options for area residents.
7. Reduce rates of injury and fatality from traffic collisions.
8. Improve public health by increasing rates of active transportation, leading to lower rates of obesity and overweight as well as the diseases of inactivity (diabetes and cardiovascular disease).
9. Reduce greenhouse gas (GHG) emissions through increased bicycling and walking and reduced VMT.
10. Improve air quality and decrease pollution through increased bicycling and walking and reduced VMT.
11. Create a more sustainable transportation system in these five counties by promoting bicycling and reducing VMT.

#### **PREVIOUS WORK**

1. Calaveras County Regional Bicycle, Pedestrian and Safe Routes to School Master Plan, June 2015
2. Calaveras Council of Governments Safe Routes to School Toolkit, June 2015
3. Walk and Bike Calaveras website, [www.walkandbikecalaveras.org](http://www.walkandbikecalaveras.org)
4. San Andreas Annual Community Health Walk
5. Active Transportation Program project prioritization and applications
6. Bicycle and Pedestrian Safety Education Campaign pilot program for San Andreas Elementary School
7. Coordination with Public Health, CHP, and school district on walking/biking events such as San Andreas Annual Community Health Walk, San Andreas Elementary Walk to School Day
8. Development of Active Transportation volunteer position at the CCOG
9. Mark Twain Elementary School for Walk to School Day planning and campaign messaging
10. Project initiation, attendance at Steering Committee meetings
11. MOU with TCTC

#### **TASKS/METHODOLOGY**

##### **RPA Eligible Tasks**

1. Oversee and participate in Public Outreach activities
2. Review and provide feedback on technical reports, draft and final documents



3. Participate in Steering Committee meetings and provide project direction
4. Provide Council updates and staff reports

**PROPOSED PRODUCTS**

1. Staff reports

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Calaveras Council of Gov.		\$1,000	2020/21	RPA
<b>TOTAL</b>		<b>\$1,000</b>		

Also reflected in Tuolumne County Transportation Council's OWP as they are the Lead Agency on the project

# **City of Angels & County of Calaveras Projects**

**Calaveras Council of Governments**

## **Work Element 20/21 - 14**

### **REGIONAL GHG REDUCTION PLAN**

#### **PURPOSE**

The Greenhouse Gas Reduction Plan (GGRP) will address major sources of GHG emissions in the region (City of Angels and unincorporated Calaveras County) that cumulatively contribute to global climate change. The plan represents the region's approach to addressing GHG emission reductions with the community.

Calaveras County is located in the Mountain Counties Air Basin (MCAB) and is under the jurisdiction of the Calaveras County Air Pollution Control District (CCAPCD), a special district governed by the Calaveras County Air Pollution Control Board. CCAPCD manages the County's air quality through education and enforcement of CCAPCD rules and California Air Resources Board (CARB) measures and regulations. Relative to air quality, Calaveras County exceeds (i.e., is classified as non-attainment for) state and federal standards for ozone. Ozone exceedance is a result of "overwhelming transport", a term used by the California Air Resources Board to recognize that the precursors to ozone are emitted elsewhere (the valley and bay area) and as chemical reactions occur to create ozone it is transported to the County by the prevailing westerly winds. The County is technically exceeding state standards for particulate matter (PM10), however this was due to one record in 2013 and there have been no records of exceedance in 2014 or 2015.

SB 375, (Chapter 728, Statutes of 2008) links land use planning, transportation planning, affordable housing and CEQA to greenhouse gas reduction. The state-wide target is to reduce emission levels by 2020 to those of 1990. SB 375 does not apply to Calaveras County because it is not a part of a Metropolitan Planning Organization (MPO). However, as a part of the environmental review of our planning documents, air quality and greenhouse gas emission impacts must be addressed. Additionally, future Regional Transportation Plan funding decisions will be tied to greenhouse gas reduction strategies, creating strong incentive for local governments to participate in these efforts in order to ensure funding for much needed transportation system improvements. Development of a Sustainable Community Strategy (SCS) is a primary tool to identify and achieve greenhouse gas reduction goals. Additionally, vegetation, open space, and natural resource lands have the ability to sequester carbon. Management activities that sequester carbon also provide additional benefits such as protection of watersheds, enhanced wildlife habitat, and reduced soil erosion.

Develop a GHG reduction plan outlining the strategies, goals, and actions for contributing to the overall reduction in greenhouse gas (GHG) emissions consistent with AB 32 and SB 32 by the end of 2022. The GHG Reduction Plan will incorporate measures from the Model Policies for Greenhouse Gases in General Plans document produced by the California Air Pollution Control Officers Association (2009), as applicable. The GHG reduction plan will:

- Establish a forecast of what the GHG emissions would be for all of Calaveras County in 2030 if only the current GHG measures continued in force;
- Calculate what reduction from the forecast would be needed to comply with AB 32 and SB 32's statewide performance standard of 40% below 1990 emission levels;
- Add whatever additional GHG measures are necessary to accomplish reductions of GHG emissions as of 2030 from all sectors within the county to no more than that amount;
- Cooperate with the City of Angels Camp, other public agencies, the business community, the agriculture community, community groups, and other stakeholders in reaching this goal.

#### **PREVIOUS WORK**

Previous work includes a Greenhouse Gas Inventory to establish baseline levels of GHGs generated from all major emission sources in the County, including those in the City of Angels.

#### **TASKS/METHODOLOGY**

1. Initiate project - Request for Proposals for consultant services, award and execute contract, kick-off meeting
2. Advisory committee and stakeholder meetings
3. Establish forecast of GHG emissions and calculate reduction needs
4. Develop GHG reduction measures
5. Provide Board and public presentations
6. Develop technical memos and draft and final reports

**PROPOSED PRODUCT**

1. Meeting agendas and notes – As needed
2. Technical memos – At key project milestones
3. Draft report – March 2021
4. Final report – June 2021
5. Presentations and materials – As needed

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

<b>Responsible Agency</b>		<b>Budget</b>	<b>Fiscal Year</b>	<b>Funding Source</b>
Consultant Contract		\$102,233	2020/21	RPA
Calaveras Council of Gov		\$10,000	2020/21	RSTP
<b>TOTAL</b>		<b>\$112,233</b>		

**Work Element 20/21 - 15**  
**SB 743 REGIONAL THRESHOLD DEVELOPMENT**

**PURPOSE**

The Calaveras SB 743 Implementation Plan (Plan) will provide the City of Angels and Calaveras County staff and elected officials with an overview of the impacts to the local plans (i.e. the general plans and specific plans etc.) and policies which relate to travel impact and LOS analysis and elements related to VMT and the requirements set forth in SB 743.

The plan will include a detailed SB 743 methodology and threshold setting recommendation matrix and will include presentations made by content experts to local agency staff, elected officials, and the development community. The consultant hired to develop the plan will work directly with County and City staff to identify necessary changes to general plan policies and elements as well as the existing travel demand model to comply with SB 743 analysis requirements. Travel demand model analysis will include coordination with Caltrans and the Calaveras Council of Governments (CCOG) and community stakeholders.

The plan will ultimately develop a direct path for the City and County to implement VMT analysis and threshold setting through their respective General Plan updates, travel demand modeling efforts, and project review under CEQA. The consultant will present this information to the City of Angels City Council, the Calaveras County Board of Supervisors and Calaveras Council of Governments Board of Directors.

**PREVIOUS WORK**

Previous work has included development of a regional travel demand model and land use model for consistency between the Regional Transportation Plan and local jurisdiction General Plans.

**TASKS/METHODOLOGY**

1. Initiate project - Request for Proposals for consultant services, award and execute contract, kick-off meeting
2. Identify and form Advisory Committee
3. Data collection and background research
4. Review existing travel demand models
5. Recommendations for VMT thresholds and methodologies
6. Draft plan components
7. Final documentation

**PROPOSED PRODUCT**

1. Meeting agendas and notes – As needed
2. Technical memos – At key project milestones
3. Presentations and materials – As needed

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency		Budget	Fiscal Year	Funding Source
Consultant Contract		\$92,713	2020/21	RPA
		\$37,097	2020/21	RSTP
Calaveras Council of Gov		\$15,000	2020/21	RSTP
<b>TOTAL</b>		<b>\$144,810</b>		

## Calaveras COG Work Program Schedule for FY 2020-2021

	<u>WORK ELEMENT</u>	<u>Start Date</u>	<u>End Date</u>
01	ADMINISTRATION AND TRANSPORTATION DEVELOPMENT ACT (TDA) ADMINISTRATION	Ongoing	Annual
02	TRIENNIAL PERFORMANCE AUDIT	2020/21	2021/22
03	REGIONAL PLANNING AND COORDINATION	Ongoing	Annual
04	OVERALL WORK PROGRAM – DEVELOPMENT	Ongoing	Annual
05	PLANNING, PROGRAMMING AND MONITORING OF STATE & FEDERAL PROGRAMS	Ongoing	Annual
06	PROJECT DELIVERY AND SUPPORT	Ongoing	Annual
07	GRANT DEVELOPMENT	Ongoing	Annual
08	REGIONAL TRANSPORTATION PLAN UPDATE	2019/20	2021/22
09	DATA DEVELOPMENT AND GIS SUPPORT	Ongoing	Annual
10	CALAVERAS TRANSIT MANAGEMENT AND OPERATIONS	Ongoing	Annual
11	TRANSIT PLANNING	Ongoing	Annual
12	LONG RANGE TRANSIT PLAN	2019/20	2021/22
13	PROMOTING SAFE BICYCLE TRAVEL OPPORTUNITIES FOR BICYCLE TOURISM	2017/18	2020/21
14	REGIONAL GHG REDUCTION PLAN	2020/21	2021/22
15	SB 743 REGIONAL THRESHOLD DEVELOPMENT	2020/21	2021/22

**CALAVERAS COUNCIL OF GOVERNMENTS  
PROJECT PLANNING, PROGRAMMING and MONITORING  
EXPENDITURE PLAN FOR FY 2020-2021**

20/21-05	Planning, Programming and Monitoring- RTIP Projects	\$46,000
<b>TOTAL</b>		<b>\$ 46,000</b>

Funding source: 5% of STIP, Regional Improvement Program Share (RIP)





**FEDERAL FISCAL YEAR 2020 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Calaveras Council of Governments

The Applicant certifies to the applicable provisions of categories 01–20. \_\_\_\_\_

*Or,*

The Applicant certifies to the applicable provisions of the categories it has selected:

<b>Category</b>	<b>Certification</b>
01 Certifications and Assurances Required of Every Applicant	X _____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs

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13 State of Good Repair Grants

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14 Infrastructure Finance Programs

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15 Alcohol and Controlled Substances Testing

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16 Rail Safety Training and Oversight

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17 Demand Responsive Service

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18 Interest and Financing Costs

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19 Construction Hiring Preferences

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20 Cybersecurity Certification for Rail Rolling Stock and Operations

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**FEDERAL FISCAL YEAR 2020 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE**

**PAGE**

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2020)

**AFFIRMATION OF APPLICANT**

Name of the Applicant: Calaveras Council of Governments

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2020, irrespective of whether the individual that acted on his or her Applicant’s behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2020.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature Amber Collins Date: 03/03/2021

Name Amber Collins Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Calaveras Council of Governments

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature Monica Streeter Date: March 2, 2021

Name Monica Streeter Attorney for Applicant

*Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.*

## FY 2020/21 FHWA and FTA State and Metropolitan Transportation Planning Process Self-Certification

In accordance with 23 CFR part 450, the California Department of Transportation and \_\_\_Calaveras Council of Governments\_\_\_\_\_, Regional Transportation Planning Agency, hereby certify that the transportation planning process is being carried out in accordance with all applicable requirements including:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and subpart C of 23 CFR part 450;
- (2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

*Amber Collins*

\_\_\_\_\_  
RTPA Authorizing Signature

\_\_\_\_\_  
Executive Director \_\_\_\_\_  
Title

03/03/2021

\_\_\_\_\_  
Date

\_\_\_\_\_  
Caltrans District Approval Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Fiscal Year 2020/2021 California Department of Transportation  
Debarment and Suspension Certification**

*As required by U.S. DOT regulations on governmentwide Debarment and Suspension*

*(Nonprocurement), 49 CFR 29.100:*

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
  - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's *Excluded Parties List System (EPLS)*, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

**DEPARTMENT OF TRANSPORTATION  
DEBARMENT AND SUSPENSION CERTIFICATION  
FISCAL YEAR 2020/21  
SIGNATURE PAGE**

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature Amber Collins Date 03/03/2021

Printed Name Amber Collins, Executive Director

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

**AFFIRMATION OF APPLICANT'S ATTORNEY**

For Calaveras Council of Governments (Name of Applicant)

Signature Monica Streeter Date March 2, 2021

Printed Name of Applicant's Attorney Monica Streeter