

AMADOR COUNTY TRANSPORTATION
COMMISSION

OVERALL WORK PROGRAM
(OWP)

FY 2020/21

Approved 5/7/2020

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INTRODUCTION

The Amador County Transportation Commission (ACTC) is established under the requirements of State Government Code Section 29535. In 1972, the ACTC was designated the Regional Transportation Planning Agency (RTPA) for the County of Amador by the Secretary of the State Business and Transportation Agency pursuant to Title 3, Division 3, Chapter 2, of the California Government Code.

As the RTPA for the Amador County Region, the ACTC is a planning, funding, and administrative agency for transportation projects and programs in Amador County. It is intended that the coordinated efforts of City, County and State representatives and their technical staff, through the ACTC, will bring about positive improvements to overall County transportation needs. The Organizational Chart of the ACTC is shown as Appendix G to this document.

State law requires that each RTPA adopt a Regional Transportation Plan (RTP) every five years. In addition, a Regional Transportation Improvement Program (RTIP) nominates priority transportation projects eligible for State funding, and is required for submittal to the California Transportation Commission (CTC) by December 15th of each odd-numbered year. The regional planning process is a continuous one in order to provide a planned transportation system that is responsive to the changing needs of Amador County and the State of California.

Local Transportation Funds (LTF) allocated to the ACTC per the Transportation Development Act (TDA) are used for TDA administration and required audits of the ACTC and fund recipients. In FY 2020/21, the ACTC's Draft Overall Work Program (OWP) anticipates \$230,000 in Rural Planning Assistance (RPA) funds will be provided by Caltrans and \$45,000 in Planning Programming and Monitoring (PPM) funds from the California Transportation Commission. In addition to LTF and RPA funds, the ACTC may use some of its Regional Surface Transportation Program funds (RSTP) to augment OWP work activities and extend support services to Caltrans and local agencies.

This 2020/21 OWP Work Program for Amador County contains the following sections:

Regional Setting

A description of the physical characteristics of the Amador County Region, the existing transportation system, regional challenges, needs, priorities, and goals.

Organization and Planning Approach

A description of the ACTC organizational structure, interagency arrangements, decision-making process, and progress toward meeting the goals of the RTP and RTIP.

Federal and State Funding Priorities

Recognition of Federal and State funding priorities and how the OWP Work Elements address each.

Public Participation

A description of the ACTC’s public participation process including outreach to Native American Tribal Governments.

Transportation Planning for Other Agencies

A description of Caltrans District 10 planning activities.

Work Elements

A list of work elements describing their purpose, proposed products, and tasks/methodology.

Budget Summary Chart

A budget summary detailing funding sources by expending agency and work element.

Project Schedule Chart

A chart showing the completion schedule for each work element.

This work program may be amended at any time by the ACTC, until April 1, 2021, when the final amendment is due. Amendments require the approval of Caltrans only if they involve Regional Planning Assistance (RPA) or Planning, Programming and Monitoring (PPM) funds.

REGIONAL SETTING

Amador County is located in the heart of the Mother Lode region along the western slope of the Sierra Nevada Mountain Range. The County’s population has doubled from 19,314 in 1980 to 38,094 as of January 1, 2019. The table below shows Department of Finance (DOF) estimates for incorporated and unincorporated Amador County since 2011.

Population	2011	2012	2013	2014	2015	2016	2017	2018	2019
Amador City	187	187	189	188	189	193	193	186	188
Ione	7,556	7,406	7,093	7,102	7,094	7,026	7,772	8,058	7,991
Jackson	4,693	4,756	4,875	4,893	4,919	4,849	4,838	4,679	4,770
Plymouth	1,012	1,018	1,032	1,032	1,015	1,010	1,009	1,002	1,012
Sutter Creek	2,535	2,547	2,588	2,589	2,589	2,577	2,582	2,479	2,559
Amador County	22,038	22,031	22,105	22,027	21,958	22,012	21,988	21,690	21,774
Total	38,011	37,945	37,882	37,831	37,765	37,667	38,382	38,094	38,294

Since 2011, with the exception of the City of Ione, Amador County jurisdictions have experienced flat population growth.

Because of its rural nature, transportation in Amador County is automobile-oriented. State highways serving the County are State Routes (SR) 16, 26, 49, 88, 104, and 124. These routes

interconnect with a network of major and minor County roads and City streets that serve local communities.

Among the primary transportation challenges in Amador County is the impact recreational traffic has on winding mountain roads and narrow downtown streets on weekends and during the tourist season. Amador County provides recreational facilities to thousands of people traveling to and through the County. Widening the existing streets to accommodate more traffic is almost impossible due to the historic significance of the gold rush towns and the lack of available funding.

Amador County and its incorporated cities manage nearly 500 miles of local collector and arterial roadways. Along with private roads (337 miles), state highways (127 miles), and US Forest service roads (68 miles), Amador County's circulation system consists of over 1,000 miles of roadways that provide residents and visitors with access to world-class recreational, industrial and commercial interests. An important challenge to decision-makers involves maintaining acceptable pavement condition ratings while saddled with limited available financial resources designated for road maintenance purposes.

THE REGIONAL TRANSPORTATION PLAN

In addition to its role as the Local Transportation Commission (LTC) responsible for administration of TDA funding, ACTC is also the State-designated Regional Transportation Planning Agency (RTPA) for the Amador County region. The primary responsibility of an RTPA is to develop and maintain a Regional Transportation Plan (RTP). RTP Updates are required of rural regions every 5 years.

Considerable effort has gone into reformatting, upgrading, and updating Amador County's RTP over the past twenty years. At the conclusion of FY 1997/98, the ACTC adopted its 1996/97 RTP Update and Program Environmental Impact Report (EIR). This product served the Region for the next six years. Another major update to the RTP (and EIR) was completed in 2004. The most recent major update was completed in 2015.

For completion of the 2015 Update, ACTC engaged a community stakeholder working group to help refine the RTP Goals, Policies, Objectives, and Implementation Measures. The 2015 RTP was made available for public review and formally adopted in August of 2015. The 2015 RTP contains a current and detailed list of transportation project needs, issues, priorities and goals. The RTP projects and policies address all travel mode needs, including roads, transit, aviation, and non-motorized transportation.

In late 2015, pursuant to an August 29, 2014 memorandum from the California Department of Housing and Community Development, ACTC elected to adopt a 4-year rather than 5-year RTP cycle. The update process began in 2019 and the 2020 RTP Update was adopted on March 5, 2020.

TRANSIT

The Amador Transit system (AT), a joint-powers entity that includes the County and the five (5) incorporated cities, provides bus service to city and county residents and visitors on a regular schedule. AT provides a fixed-route deviation service and complimentary Dial-a-Ride system throughout much of the County as well as a para-transit equipped shuttle bus in the County's core area (Jackson, Martell, and Sutter Creek).

One of ACTC's two State-mandated responsibilities is to administer TDA funds for the Amador County Region. As such, the Commission conducts the annually-required **Unmet Transit Needs** process from which additional TDA funds can be provided to support additional transit service(s).

Administration of TDA funding allocations and related audit requirements is accomplished through OWP Work Element 20/21-1.1. Transit planning activities, including analysis of 'reasonable to meet' criteria regarding additional transit service requests, is accomplished through OWP Work Element 20/21-3.5. During FY 18/19, through a Caltrans planning grant, and in partnership with Calaveras and Tuolumne Counties, the ACTC began the update of its Consolidated Public Transit Human Services Plan.

Through a combination of State, Federal, and local funding, ACTC completed construction of the new Sutter Hill Transit Center in 2013. A component of this transit center is a full teleconferencing capability.

GOODS MOVEMENT

Increased truck traffic and large truck sizes are over-burdening local streets and highways as well as the circulation systems of the small cities. Many of ACTC's past and current transportation efforts have enhanced, or have intended to enhance, freight and goods movement. Most truck traffic accessing the Amador region utilizes rural Surface Transportation Assistance Act (STAA) Terminal Access segments of the State Highway System (SHS). Current Amador County STAA routes are:

- SR 16 (Sacramento County Line to Plymouth)
- SR 49 (Plymouth to Jackson)
- SR 88 (San Joaquin County Line to Jackson)

AVIATION

Westover Field, located near Martell, is the only public airport serving Amador County. The airport is classified as a B-1 facility by the Federal Aviation Administration (FAA). It can handle most small general aviation aircraft (under 12,500 pounds gross weight and 49-foot wingspan). It is situated at an elevation of 1,694 feet above sea level and includes a runway of 3,400 feet in length and 60 feet in width. The airport accommodates visual flight rule and instrument flight rule approach procedures.

NON-MOTORIZED

During FY 2017/18, ACTC completed its update of the Countywide Pedestrian and Bicycle Plan. Numerous stakeholder meetings and workshops were held to develop recommendations on project priorities and policies to support increased walking and cycling in Amador County for both, commuter and recreational purposes.

The Plan contains bicycle and pedestrian policy recommendations, infrastructure design examples, and project listings to help guide local jurisdiction project development efforts.

ORGANIZATION AND PLANNING APPROACH

As depicted in Appendix G, The ACTC is comprised of three (3) Commissioners appointed by the Amador County Board of Supervisors, three (3) Commissioners appointed by the City Selection Committee, and one ex-officio member appointed by the Caltrans District 10 Director.

ACTC staffing consists of the following:

- Executive Director - responsible for general administration of Commission activities.
- Transportation Planner - responsible for developing and implementing the RTP as well as providing support to local jurisdictions to support transportation project delivery, including public outreach and interagency coordination.
- Administrator/Fiscal Officer - responsible for maintaining all financial records which include budgets and accounting.
- Geographic Information System (GIS) Coordinator – operates and maintains the GIS based UPlan program and related programs and provides mapping, data collection, analysis, and other related services as needed. This position provides GIS assistance to the County, cities, and other local agencies as requested
- Administrative Secretary – responsible for office management, general record keeping, and all official business.

ACTC conducts its planning functions and undertakes its decision-making process through the operation of various internal and external committees. Internally, commissioners are appointed to, and serve on, Administrative, Finance, Personnel, and Transit Performance sub-committees. Recommendations from sub-committees are presented to the ACTC Board for discussion and possible action. Other sub-committees are appointed as needed. Externally, ACTC staff administer a Technical Advisory Committee (TAC) and Social Services Transportation Advisory Council (SSTAC) - each meeting regularly to provide advice and recommendations on planning matters to ACTC commissioners.

ACTC staff also administers the Regional Traffic Mitigation Fee (RTMF) Oversight Committee that meets no less than once per year to oversee and guide implementation of the Memorandum of Understanding (MOU) concerning collection and expenditure of regional traffic mitigation fees. The voting membership consists of one member each from the cities, one member from the County, and one member from the ACTC who shall be a representative of the County.

LOCAL PROJECT DELIVERY

Past ACTC staffing has included a full-time Project Delivery Specialist to assist local jurisdictions with local project development efforts. This effort was augmented through on-call consultant contracts. The Project Delivery Specialist was instrumental in developing organized files of standardized local project delivery procedures and facilitated quarterly face-to-face meetings with Caltrans staff to resolve issues related to project delivery. This Specialist position helped resolve critical path obstacles with State and Federally-funded projects resulting in project delivery efficiencies. ACTC planning staff has continued these quarterly meetings with Caltrans staff and offers assistance (with on-call consultant support) to local jurisdictions, as needed.

PLANNING TOOL IMPROVEMENT

In December, 2014 ACTC filled the IT/GIS Coordinator position through funding provided by a FY 2014/15 grant awarded under the Caltrans' Partnership Planning for Sustainable Transportation grant program. The purpose of the grant was to work with other interested agencies to maintain the UPlan land use growth modeling tool. The results from UPlan analysis are fed into the ACTC travel demand model to identify impacts on the regional roadway system and provide performance measure output to help guide transportation investment decisions. Though the IT/GIS position was originally limited in scope to oversee the upgrade of the UPlan growth modeling tool, the Coordinator also provides GIS mapping and data services to local agency partners (Tree Mortality Working Group, LAFCO, Amador Water Agency, Amador County Planning) to coordinate mapping updates. The Coordinator is also developing in-house travel demand modelling capabilities utilizing the TransCAD Transportation Demand Modeling software.

During FY 2019/20, the ACTC GIS specialist is expected to provide critical mapping support to the Amador/Calaveras Extreme Weather Needs Assessment project funded through a Caltrans Adaption Program planning grant.

FEDERAL PLANNING FACTORS

ACTC employs a continuing, comprehensive and cooperative approach to transportation as mandated by the Federal Aid Highway Act of 1962. The work elements in this program implement Federal and State funding priorities arising from the Act, and amendments, to the extent they apply to rural Amador County.

The current list includes eight (8) planning factors originally suggested through the federal Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU) along with additional planning factors added by the recent federal transportation reauthorization bill - Fixing America's Surface Transportation (FAST) Act. The is provided below.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.

6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve transportation system resiliency and reliability and reduce or mitigate the stormwater impacts of surface transportation.
10. Enhance travel and tourism coordination.

PUBLIC INVOLVEMENT PROGRAM

In establishing any ACTC policy document, including the RTP Update, ACTC solicits public review and input. ACTC also encourages public review during the preparation of all transportation planning studies developed in conjunction with the RTP, such as those listed in the annual OWPs. Citizens are encouraged to take an active role in all ACTC meetings. Specific public hearings required for citizen input include, but are not limited to: annual public hearing on the determination of unmet transit needs; public hearing prior to adoption of the Regional Transportation Plan Update; and public hearings prior to acceptance or adoption of other planning documents. ACTC encourages public input at all monthly ACTC meetings. The Amador County Social Services Transportation Advisory Council (SSTAC), which represents public transit providers and transit dependent groups, advises the Commission directly regarding public transit consolidation, coordination, and unmet transit needs.

In fiscal year 2006/07 the ACTC improved its public outreach and involvement process based on new encouragement and requirements from the State and federal government. The Commission prepared a draft “Public Involvement Procedures” document that was made subject to public review and adopted along with the 2004 Amador County Regional Transportation Plan Update. Copies of the ACTC’s Public Involvement Procedures are available through the ACTC office, 117 Valley View Way, Sutter Creek, CA 95685, 209-267-2282, john@actc-amador.org

ACTC has continuously implemented improvements to its interagency communications and public involvement process. The ACTC has expanded its public participation through non-traditional methods to reach traditionally under-represented populations through local access television programs, announcement postings at community gathering spots (such as churches, active community centers, and Tribal Councils), articles in local newspapers, radio interviews, meetings with community service organizations, and most recently, through the ACTC website. The ACTC maintains and regularly updates its website (actc-amador.org) with relevant information on upcoming planning activities and also conducts solicitations of public input using online surveys.

All significant publications are available electronically along with staff contact information. Relevant public input sent to ACTC by email or letter is included in regular or special ACTC meetings or public hearings. All comments and responses are considered with respect to established ACTC policies and programs. ACTC responds to all public comments by telephone call, email response, minute order and/or written correspondence.

NATIVE AMERICAN CONSULTATION

There are three (3) federally recognized tribal governments in Amador County: Buena Vista Rancheria, Ione Band of Miwok Indians, and the Jackson Rancheria. Consultation with Native American Tribal Governments is required under State and federal regulations to be a proactive

effort on the part of ACTC that goes above and beyond the Commission's public involvement program. The ACTC is required to make a concerted effort to directly contact, visit, if possible, and consult with Tribal governments.

In prior years ACTC has demonstrated conformance with these requirements with the following specific actions.

- Obtained names and addresses of Native American representatives in Amador County from Caltrans Native American coordinator/liaison.
- Invited all Native American leaders to participate in the 2000-2004 RTP Update process (Jackson Rancheria was the only tribe to send representatives).
- Directly wrote to, emailed, and telephoned the tribal government serving the Ione Band of Miwok Indians and the Buena Vista Rancheria expressing desire to consult with them regarding Amador County transportation matters.
- Cooperated with Caltrans Native American coordinators in review of 49 Bypass project by concerned Native American organizations and individuals.
- Included Native American organizations and individuals in development of conservation easement for 135 acres of open space lands being acquired as part of the 49 Bypass project.
- Included Native American organization in development of the Amador County Rural Blueprint (UPlan) project.
- Included Native American organizations in development of the 2015 and 2020 RTP Update.
- Directly contacted members and representatives of the Buena Vista Rancheria and the Jackson Rancheria regarding specific transportation issues related to traffic mitigation fee programs and impacts related to the Caltrans proposal to relinquish SR 16 to local control.

TRANSPORTATION PLANNING COORDINATION

Caltrans OWP Guidance requires that an Information Element be included in the Overall Work Program. The Information Element is a list of other planning activities in the Region primarily consisting of Caltrans' System Planning activities. A chart summarizing Caltrans planning activities is provided in Appendix E.

Caltrans Transportation Planning Branches include System Planning, Community Planning, and Regional Planning. System Planning is the Caltrans long-range transportation planning process used to identify and prioritize future transportation improvements in cooperation with its planning partners. System planning creates documents to be used as tools by project level staff assigned to subsequent candidate projects. System Planning develops (a) Transportation Concept Reports, (b) Transportation System Development Programs, and (c) District System Management Plans.

A) Corridor Studies

A corridor study serves as a quantitative assessment of current and future transportation needs in a corridor from a "complete streets" perspective. Addressing a period between 20 and 40 years, the corridor plan evaluates operational strategies that maintain and optimize corridor performance and asset management in addressing travel delay, resilience, travel time reliability, mode shift, goods movement, vehicle miles traveled, congestion, and greenhouse gas reduction.

B) Multimodal Operations non-State Highway Operations and Protection Program Transportation Equity Report (MONSTER)

The MONSTER provides reliable, accessible shareable, quality controlled and documented data for use by Caltrans and its partners. The Report supports analysis and decision making enabled by a robust data governance framework to get the right information to the right people at the right time.

C) District System Management Plan (DSMP) A long-range improvement strategic and policy planning document, which is based on anticipated funding. The DSMP presents how the district envisions the transportation system will be maintained, managed and developed over the 20 years and beyond, and is the State's counterpart to the regional transportation plan (RTP).

D) Intergovernmental Review (IGR) is required by both State and Federal legislation. IGR evaluates all development plans for environment impacts and the consequences of proposed projects in the reviewing agency's responsible areas. The district has established a formal Local Development Review (LDR) process to assess the impacts of proposed plans, projects, and programs on the state transportation system within the District, primarily through the review of environmental documents and supporting documentation. IGR is based on LDR.

E) Active Transportation Plans

System Planning prepares multi-modal Active Transportation Plans (ATP) that research, document, analyze, and plan strategies that addresses the needs of travelers of all ages, incomes, and abilities on the State Highway System. The Plan views all transportation improvements as opportunities to improve safety, access, mobility, and asset preservation for all active transportation users in the District, ATPs also recognize bicycle, pedestrian, and transit modes as integral elements of the transportation system that can play a role in the reduction of greenhouse gas emissions.

F) Transportation System Development Program (TSDP)

Provides a benchmark for measuring progress toward attainment of the 20-year concept. The TSDP identifies transportation corridor improvements for modal options and applications analyzed in the Corridor Plans. District System Management Plan (DSMP). And regional studies. The TSDP improvements must be consistent with the strategies of the DSMP and should be consistent with regional plans.

Caltrans Regional Planning Unit serves as the initial point of planning contact at the District with the RTPAs, MPOs, and other planning partners. District regional planners are responsible for both technical assistances, and the circulation of transportation planning related documents within District and Headquarters, such as OWPs, RTPs, ITS, etc.

OVERALL WORK PROGRAM

The OWP is a one-year Scope of Work and Budget for transportation planning activities and funding sources to be accomplished between July 1 and June 30 of the State fiscal year. It is a statement of proposed work and estimated costs that tie specific, available transportation planning funding sources, to specific transportation planning activities. The OWP is essentially

a grant application for Rural Planning Assistance (RPA) funds, therefore MPOs and RTPAs are only required to include activities in the OWP funded with these funds. However, many RTPAs use the OWP as its annual business plan and budget and choose to include all of their activities and fund sources.

A key purpose of the annual OWP is to implement and improve the RTP - the core regional transportation planning product. The OWP and RTP are directly interconnected. Annual OWP activities support the RTP and development of the RTP is an OWP activity. Since RTP Updates are required every 5 years, the RTP is in a continuous state of development and implementation. Major projects in the RTP are identified in the Regional Transportation Improvement Program (RTIP) and the Federal Transportation Improvement Program (FTIP).

The other primary responsibility of the RTPA is to administer the Transportation Development Act (TDA) for the region. TDA legislation, enacted in 1971 provides transit and non-transit funding to counties.

Local concerns, together with State priorities, have determined the workscope accomplished under past OWPs and helped set the context for the Work Elements of the FY 2020/21 OWP.

In the following pages, OWP Work Element (WE) #1, describes activities related to administration of the TDA process OWP (WE) #2, provides for Regional Coordination and Project Programming activities. WE #3 describes activities for development of RTP updates, including new requirements for performance measures, 'complete streets' planning, and planning provisions of Caltrans' Smart Mobility Framework. OWP (WE) #4 describes Planning Grants.

ACTC

DRAFT 2020/21 WORK PROGRAM
(SEE ATTACHMENT)

WORK ELEMENT #1: PROGRAM ADMINISTRATION

2020/21-1.1TRANSPORTATION DEVELOPMENT ACT (TDA) ADMINISTRATION

PURPOSE

The purpose of this work element is to ensure adequate staffing to fulfill the Commission’s legal responsibilities under the Transportation Development Act (TDA). The TDA provides Local Transportation Funds (LTF) and State Transit Assistance Funds (STA). Responsibilities under TDA include: estimates and allocation of LTF and STA apportionments along with annual fiscal audits, tri-annual performance audits and periodic Coordinated Human Service Public Transit plans.

PREVIOUS WORK

- FY 19/20 LTF apportionments and allocations
- FY 18/19 Fiscal and compliance audits

TASKS/METHODOLOGY

1. Perform fiduciary oversight of AT and other TDA fund claimants. (ACTC, monthly)
2. Prepare LTF apportionments and allocations. (ACTC, Feb-June)
3. Contract for and participate in development of annual required TDA audit. (ACTC, July-Dec)
4. Provide assistance to claimants in completing claims and resolve audit findings concerning use of TDA funds. (ACTC, Nov-June)
5. Conduct meetings with AT management (ACTC, as needed)
6. Obtain necessary legal consultation and oversight of all ACTC activities (Consultant, as needed)
7. Prepare Social Service Transportation Advisory Committee agendas; conduct meetings (bi-monthly)

PROPOSED PRODUCTS

- FY 20/21 LTF apportionments and allocations (ACTC, Feb-June)
- Annual financial and compliance audits (Consultant, Aug-Dec)
- Legal opinions (confidential) (Consultant, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (Audits)	Consultant (Legal Counsel)	<u>Total</u>	20/21 LTF	20/21 PPM	20/21 RPA c/o	20/21 RPA	20/21 RSTP c/o	<u>Total</u>
\$20,000	\$32,000	\$30,000	\$82,000	\$77,940	\$0	\$0	\$0	\$4,060	\$82,000

REGIONAL PLANNING, PROJECT PROGRAMMING, AND SUPPORT

2020/21-2.1 REGIONAL COORDINATION

PURPOSE

The purpose of this work element is to implement the objectives of the Regional Transportation Plan through coordination with local jurisdictions, private and public stakeholders and to report recommendations to the Commission. The purpose of this work element is to maintain an effective public involvement and interagency coordination program.

Previous work

- Monthly Technical Advisory Meetings
- Bi-monthly Social Service Transportation Advisory Committee meetings
- ACTC Website Update
- Ad-hoc Meetings with Caltrans staff, California Transportation Commission staff, developers, tribal representatives, local agency staff, interested members of the public.
- Monthly ACTC and Amador Transit Board meeting with management update reports
- Updated by ACTC bylaws

TASKS/METHODOLOGY

1. Maintain the Commission's office and equipment (ACTC, daily)
2. Prepare agendas, minutes, notices, and correspondence (ACTC, monthly)
3. Conduct regular and special ACTC meetings (ACTC, monthly and as needed)
4. Track legislation pertinent to the transportation planning process (ACTC, as needed)
5. Administer and manage state and federal funds (ACTC, daily)
6. Obtain necessary fund account consultation and recommendations (Consultant, as needed)
7. Maintain and implement adopted public involvement procedures and program (ACTC ongoing)
8. Coordinate, consult, and collaborate with the three Tribal Governments – Buena Vista Rancheria of Me-Wuk Indians, the Ione Band of Miwok Indians, and the Jackson Rancheria Band of Mi-Wuk Indians (ACTC, ongoing)
9. Participate in RTPA Group and Rural County Task Force (RCTF) meetings (ACTC, monthly)
10. Assist with Caltrans IGR process (ACTC, as needed)
11. Coordinate with Caltrans' system planning process, (ACTC, as requested)
12. Conduct outreach and other communications with Cities, County, tribal organizations and other agencies (ACTC, daily)
13. Maintain communications with managers of airport facility, rail facility, countywide transit agency (Amador Transit), city and county public works, highway safety (CHP, Caltrans), and other transportation related agencies system (ACTC, daily)
14. Coordinate with Caltrans efforts to update the regional Intelligent Transportation System (ITS) (ACTC, as requested)
15. Monitor air quality requirements in coordination with Amador Air Quality Control District and other involved agencies (ACTC, as daily)

PROPOSED PRODUCTS

- Documentation of Commission and TAC meetings (minutes, agenda, notices) (ACTC, monthly)
- Monthly Executive Director’s staff reports (ACTC, monthly)
- Reports on legislative measures (ACTC, as needed)
- Personnel reviews (confidential) (ACTC, as needed)
- Update Commission’s Organization and Procedures Manual (ACTC, as needed)
- Administration and management of state and federal funds and quarterly financial reports (ACTC, ongoing)
- All related internal records (ACTC, monthly)
- Updated public involvement procedures and program (ACTC, as needed)
- Documentation of Tribal government-to-government relations (ACTC, ongoing)
- Marketing/outreach materials (ACTC, as needed)
- Updated Website (ACTC, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TBA)	Consultant (Accounting)	<u>Indirect Cost</u>	<u>Total</u>	20/21 LTF	20/21 PPM	20/21 RPA		20/21 RSTP	<u>Total</u>
\$236,291	\$30,000	\$4,000	\$171,528	\$441,819	\$259,460	\$0	\$67,000		\$115,359	\$441,819

2020/21-2.2 OVERALL WORK PROGRAM DEVELOPMENT AND MONITORING

PURPOSE

The purpose of this work element is to develop the annual work program of the ACTC and monitor activities throughout the fiscal year, providing regular progress updates and adhering to Caltrans invoicing requirements. The OWP does not include capital projects. It is a listing of planning, programming, and administrative activities of the agency.

PREVIOUS WORK

- DRAFT FY 20/21 OWP
- Quarterly RPA invoicing

TASKS/METHODOLOGY

1. Review current Regional Planning Handbook (ACTC, as needed)
2. Develop Draft OWP work elements and budget projections (ACTC, Nov/Dec)
3. Distribute Draft FY 2021/22 OWP to jurisdictions and Technical Advisory Committee (ACTC, Jan/Feb)
4. Submit Draft FY 2021/22 OWP for stakeholder and Caltrans staff review (ACTC, March)
5. Receive review comments; revise Draft OWP as appropriate (ACTC, Feb-April)
6. Submit FY 2021/22 OWP for ACTC approval (ACTC, May-June)
7. Provide progress reporting to Caltrans staff (ACTC, quarterly)
8. Submit RPA invoicing (ACTC, quarterly)

PROPOSED PRODUCTS

- Draft FY 2021/22 OWP (ACTC, March)
- Final OWP and Budget (ACTC, June)
- Closeout FY 2019/20 OWP (ACTC, Sept.)
- Manage FY 2020/21 OWP (ACTC, ongoing)
- Rural Planning Administration invoices (ACTC, quarterly)
- OWP Progress Reports (ACTC, quarterly)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC		<u>Total</u>	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	<u>Total</u>
\$50,000	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000

2019/20-2.3 LOCAL PROJECT DELIVERY SUPPORT

PURPOSE

The purpose of this work element is to provide support for local project managers to help Amador County, its cities, ACTC, and Amador Transit develop and deliver prioritized State, federal, and locally funded programs or projects, including but not limited to:

- Regional traffic mitigation fee projects (RTMF)
- Congestion Management and Air Quality projects (CMAQ)
- Federal earmark projects (SAFETEA-LU/FAST ACT)
- Highway Bridge Program (HBP)
- Highway Safety Improvement Program (HSIP)
- Alternative Transportation Program (ATP)
- Highway Improvement Program (HIP)

PREVIOUS WORK

- Quarterly meetings with Caltrans Local Assistance staff
- Updated local project status summary spreadsheets

TASKS/METHODOLOGY

- 1 Provide frequent project programming updates to various local agency project managers and assist with evolving Federal and State rules for project delivery. (ACTC/Consultant, as needed)
- 2 Coordinate with local agency project managers, and Caltrans to efficiently deliver regional STIP, HBP, RTMF, HSIP, and ATP projects. (ACTC/Consultant, as needed)
- 3 Monitor federal funding apportionments and timely use of Obligational Authority (OA); prepare and submit the Annual OA Report to Caltrans. (ACTC, April)
- 4 Forecast region's usage of Federal Apportionments and OA and pursue agreements with adjacent regions to prevent permanent loss of these sources; utilize other region's resources, if available; encourage local agencies to pursue and maintain "shelf ready" projects. (ACTC/Consultant, as needed)
- 5 With consultant support, assist local agencies with preliminary engineering tasks to develop future transportation projects, review engineered elements of local transportation projects or project applications, and address related questions/concerns of the Caltrans Local Assistance Division. (Consultant, weekly or as needed)

PROPOSED PRODUCTS

- Updated local project status summary spreadsheets (ACTC, quarterly)
- Updated project monitoring binders in ACTC library (ACTC, quarterly)
- Updated local assistance fact sheets (ACTC, quarterly)
- Updated checklists for successful/timely delivery of each local assistance project (ACTC, quarterly)
- Shelf-ready project list (for future funding) (ACTC, as needed)
- Minutes and action items for quarterly Caltrans Local Assistance project meetings (ACTC, quarterly)
- Matrix for application of Local Assistance Procedures Manual requirements applicable to the varying types of projects and funding sources. (ACTC, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$35,000	\$35,000	\$70,000	\$0	\$0	\$35,000	\$0	\$0	\$0	\$35,000	\$0

2020/21-2.4 STATE/REGIONAL TRANSPORTATION IMPROVEMENT PLAN

PURPOSE

The purpose of this work element is to ensure appropriate programming of State and Federal funds consistent with projects prioritized within the Amador County RTP. ACTC is responsible for conducting a public and transparent process in the selection of projects using State and Federal funds available to transportation projects. Bi-annually, ACTC has the responsibility to program the regional share of Regional Improvement Program (RIP) funds to selected projects and ensure the Amador County Regional Transportation Improvement Program (RTIP) is adopted into the State Transportation Improvement Program (STIP).

ACTC staff also works closely with Caltrans to ensure timely construction of Amador County's top priority STIP projects and advocates for programming of Caltrans State Highway Operations Protection Program (SHOPP) projects in coordination with needs identified in Amador County's RTP.

PREVIOUS WORK

- Approval of 2020 Regional Transportation Improvement Program
- Quarterly partnership meetings with District 10 management

TASKS/METHODOLOGY

1. Communicate regularly with Caltrans and local agency staff to ensure progress toward timely delivery of the projects and provide reports to ACTC. (Caltrans/ACTC, quarterly and as needed)
2. Work with Caltrans on prioritization and design of SHOPP and Minor projects so they may coordinate with planned local transportation projects and RTP policies and priorities. (Caltrans/ACTC, ongoing)
3. Review Caltrans progress reports with ACTC and carry out follow-up investigations/clarifications as may be necessary. (Caltrans/ACTC, as needed)
4. Assist in efforts to expedite timely and cost-effective completion of priority Amador County STIP and SHOPP projects. (Caltrans/ACTC, ongoing)
5. Maintain action item lists as well as project costs and schedule concerning programming and delivery status of all STIP and SHOPP projects. (Caltrans/ACTC, as needed)
6. Provide regular progress reports for ACTC meetings concerning programming and delivery status of all STIP and SHOPP projects. (Caltrans/ACTC, as needed)
7. Monitor development of 2020 STIP, including processing any required STIP Amendment requests. (ACTC, ongoing)
8. In coordination with Cities and County, prepare recommendations for programming Regional Improvement Program funding in 2020 RTIP.

PROPOSED PRODUCTS

- Caltrans-ACTC SHOPP and Minor program meeting reports (Caltrans/ACTC, quarterly)
- Additional project Cooperative Agreements and Project Initiation Documents (Caltrans/ACTC, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$26,000	\$0	\$26,000	\$0	\$0	\$0	\$0	\$0	\$0	\$26,000	\$26,000

**2020/21-2.5 REGIONAL TRAFFIC MITIGATION FEE PROGRAM
ADMINISTRATION**

PURPOSE

The purpose of this work element is to administer the Region's Traffic Mitigation Fee (RTMF) program.

PREVIOUS WORK

- FY 18/19 Annual RTMF Report

TASKS/METHODOLOGY

1. Collect fees submitted by cities and County and deposit with County Auditor on account for the program. (ACTC, Quarterly)
2. Conduct annual oversight committee meeting to review revenues, expenditures and recommend program obligations. (ACTC, Jan-June)
3. Prepare and present Annual RTMF Report, as required by AB 1600, to cities and County. (ACTC, Dec)

PROPOSED PRODUCTS

- FY 19/20 Annual RTMF Report (ACTC, Dec)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$5,000

:

2020/21-2.6 AMADOR-SACRAMENTO INTERREGIONAL TRANSPORTATION PLANNING

PURPOSE

The purpose of this work element is to work with Caltrans Districts 10 and 3 as well as Sacramento area local governments and SACOG to protect interregional travel on State Route 16 between Amador County and Sacramento.

PREVIOUS WORK

- Attended meetings with CTC commissioners and staff, Caltrans District 3 staff. Sacramento County staff to work toward mutually acceptable outcome for future ownership and operation of the SR 16 corridor.

TASKS/METHODOLOGY

1. Continue to invite District 10 staff to participate in effort.
2. Attend meetings with District 3, Sacramento area local governments, and SACOG in efforts to work toward a resolution. (ACTC/Consultant, July-June)
3. Continue work with government relations specialist, Caltrans Headquarters, the legislature, Governor's office, and California Transportation (CTC), if necessary. (ACTC/Consultant, July-June)

PROPOSED PRODUCTS

Achieve mutually acceptable outcome for future ownership and development of State Route 16 in Sacramento County. (ACTC/Consultant, June)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$5,000	\$5,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$10,000

WORK ELEMENT #3: REGIONAL TRANSPORTATION PLANNING

2020/21-3.1 REGIONAL TRANSPORTATION PLAN MONITORING AND DEVELOPMENT

PURPOSE

This Work Element focuses on coordination and management of planning activities needed to monitor and implement the 2020 Regional Transportation Plan (RTP), and to develop updates to plans and programs that will lead to the next RTP update. While RTP Updates are required every 4 – 5 years, the ACTC has opted to update its RTP on a 4-year cycle to coincide with local jurisdictions Housing Element updates. The RTP is in a continuous state of adoption and/or development.

PREVIOUS WORK

Adopted 2020 RTP Update

TASKS/METHODOLOGY

1. Review Goals and Policies set forth in the Regional Transportation Plan (RTP), including long-range (20 year) transportation projects. (ACTC, ongoing)
2. Review and revise CIP project list as applicable (ACTC, ongoing)
3. Develop a safety and cost/benefit and/or economic impact “decision tree” that can be help prioritize proposed projects. (ACTC, as needed)
4. Provide training on safety prediction methodology and Caltrans’ Cost/Benefit Calculator (ACTC, as needed)
5. Work with the cities and county to develop performance measure evaluation tools to assess proposed transportation investment scenarios (ACTC, as needed)
6. Monitor, amend, and report on RTP implementation, (ACTC, ongoing)
7. Provide assistance, with consultant support, to jurisdictions as Circulation Elements are updated (ACTC/Consultant, as requested)
8. Attend CTC meetings (ACTC, as needed)

PROPOSED PRODUCTS

- Updated Capital Improvement Program (CIP) project list (June 30)
- Existing Traffic Conditions and Safety data (June)
- RTP Performance Measures and Goals (June)
- Evaluation tools to help guide transportation investments (as needed)
- Reports regarding issues for consideration in RTP Update (monthly)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	<u>Total</u>	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	<u>Total</u>
\$50,000	\$37,400	\$87,400	\$0	\$0	\$0	\$0	\$50,000	\$0	\$37,400	\$87,400

2020/21-3.2 GIS MAPPING, DEMOGRAPHIC DATA, AND SUPPORT

PURPOSE

The purpose of this work element is to address RTP-related Objectives and to provide GIS mapping and data services to local agencies and organizations as requested. The ACTC GIS function maintains an inventory of mapping primarily to support decision-makers as they implement currently-adopted RTP Updates and consider recommendations for future updates to policies, objectives and projects. The ACTC GIS function also provides mapping services to local jurisdictions and agencies with Amador County.

PREVIOUS WORK

GIS mapping for:

- Amador County planning and assessor's department
- Local Area Formation Commission
- City of Sutter creek General Plan Update
- Fire District for evaluation planning
- Amador Water Agency

TASKS/METHODOLOGY

1. Meet with key participants including county, Caltrans, ACTC, US Forest Service and Bureau of Land Management staff, the Amador Fire Safe Council, relevant emergency responders, and County Supervisors, Amador Water Agency, and LAFCO to complete development of GIS-based shape file of critical public transportation facilities providing access to critical resource areas. (ACTC, ongoing)
2. Organize GIS shape files and "hyper-links" that identify the Region's critical infrastructure, fire-prone areas, isolated communities, high-visitation recreational areas, and important natural resource economic zones. (ACTC, ongoing)
3. Develop framework to prioritize facilities according to the relative importance they represent and level of access they provide. (ACTC, ongoing)
4. Advise cities, County, special districts, and other organizations about ACTC's GIS mapping and database services. (ACTC, as needed)
5. Meet with agencies/organizations to discuss their requests and requirements. (ACTC, as needed)
6. Maintain GIS Database - monitor and map transportation improvements including their status, schedules, and funding sources countywide. (ACTC/Consultant, as needed)
7. Maintain inventory of GIS maps and local date requests. (ACTC, ongoing)

PROPOSED PRODUCTS

- Final prioritized inventory of public transportation facilities that provide access to critical resource areas for emergency response, recreational, and natural resource needs. (June 30)
- Updated GIS maps and related data as requested by local agencies and organizations. (ACTC, as requested)
- Mapping support for Amador/Calaveras Extreme Weather Needs Assessment (ACTC, Consultant, ongoing).
- Updated GIS inventory and Database (ACTC, June 30)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	<u>Total</u>	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	<u>Total</u>
\$57,209	\$2,100	\$59,309	\$0	\$8,100	\$0	\$0	\$40,000	\$0	\$11,209	\$59,309

2020/21-3.3 TRAVEL DEMAND MODEL

PURPOSE

The purpose of this work element is to provide assistance to city and county staff as needed, to help identify impacts of existing and new development on the local and regional roadway system. This work element also supports efforts to provide regular updates to regional traffic projections for use in the Regional Transportation Plan updates.

PREVIOUS WORK

- Address corrections for 2020 US Census
- Revision of Traffic Analysis Zone structure to match census geography and demographics

TASKS/METHODOLOGY

1. Evaluate and monitor performance of existing consultant contract. (ACTC, ongoing)
2. Develop in-house staff capability to utilize Amador County Traffic Model – with consultant support, ACTC staff will maintain the TransCAD traffic model including application of the model to the countywide RTP Update, the review of proposed land use development projects or transportation improvement projects, and other transportation planning efforts. (ACTC/Consultant, ongoing)
3. Review development, calibration, and validation efforts with Caltrans District staff.
4. Traffic Impact Analysis/Mitigation – ACTC staff and consultant will provide technical support to Lead Agency (cities/County), as requested, in review of development projects/proposals and recommendations concerning transportation impacts of new developments. ACTC staff will maintain a system for monitoring land use development projects, traffic impacts, and required mitigation measures. (ACTC/local agency/Consultant, as needed)
5. Update Traffic Impact Study Guidelines – ACTC staff and consultant will update Traffic Impact Study guidelines for ease of use by the public, developers, and elected officials. (ACTC/local agency/Consultant, as needed)
6. ACTC Board, Public, and Agency Meetings – ACTC staff and consultant will provide public presentations and participate in meetings with ACTC, Caltrans, and other agencies, as requested. (ACTC/Consultant, as needed)

PROPOSED PRODUCTS

- Updated and operating countywide traffic model. (ACTC/Consultant, June 30)
- Updated and operating traffic mitigation monitoring program. (ACTC, as needed)

- Updated and operating traffic mitigation monitoring program. (ACTC, as needed)
- Updated Traffic Impact Study Guidelines. (ACTC/Consultant, as needed)
- Travel Demand Model Users Guide (ACTC, June 30)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	<u>Total</u>	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	<u>Total</u>
\$25,000	\$52,000	\$77,000	\$0	\$2,000	\$10,000	\$0	\$20,000	\$0	\$45,000	\$77,000

2020/21-3.4 PAVEMENT MANAGEMENT MONITORING SAFETY ASSESSMENT

PURPOSE

The purpose of this work element is to monitor the Pavement Management Program (PMP) status for County of Amador and the cities of Amador, Jackson, Plymouth, Ione, and Sutter Creek and provide annual Safety Assessments for the region.

PREVIOUS WORK

- 2019 Updated Pavement Condition Index for County and Cities
- Updated project list with 20-year budget needs projections for County and Cities

TASKS/METHODOLOGY

1. Provide training guidance for city/county staff to utilize the Pavement Management software, maintain related databases, and monitor each jurisdiction’s PMP over time. (ACTC, as needed)
2. Provide regular presentations to ACTC regarding the progress on PMP implementation utilizing StreetSaver software (ACTC as needed)
3. Undertake annual safety assessment for the Amador County region utilizing SWITRS and TIMS databases along with public input (ACTC, as needed)
4. Assist with funding applications, as requested (ACTC, as needed)

PROPOSED PRODUCTS

- Report on current status of PMP recommendations for each Amador County jurisdiction (ACTC, as needed)
- Report on status of StreetSaver software program updates (ACTC, as needed)
- PMP mapping and data analysis reports (ACTC, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$10,000	\$7,500	\$17,500	\$0	\$12,500	\$0	\$0	\$0	\$0	\$5,000	\$17,500

2019/20-3.5 TRANSIT PLANNING

PURPOSE

Much of this work element focuses on implementation of the Transportation Development Act (TDA) legislation enacted in 1971 providing transit and non-transit funding to counties. The TDA established two (2) local funding sources – the Local Transportation Fund (LTF) and State Transit Assistance (STA). The primary function of this work element involves staff support to the Social Services Advisory Committee (SSTAC) and analysis of testimony received at the annual Unmet Transit Needs Hearing. This work element also covers staff work involving transit plans and studies as needed.

PREVIOUS WORK

- FY 19/20 Unmet Transit Needs and Reasonable to Meet criteria and resolution with public hearing documentation
- Bi-monthly SSTAC meetings
- Transit system improvement and budget recommendations

TASKS/METHODOLOGY

1. Conduct annual transit needs hearing (ACTC, Nov-Mar)
2. Adopt Unmet Transit Needs definition and "Reasonable to Meet" criteria (ACTC, Nov-Dec)
3. Provide 'Reasonable to Meet' analysis report for ACTC adoption (ACTC, Nov-Mar)
4. Provide technical assistance to FTA grant applicants and tasks associated with the programming of FTA funds (ACTC, as needed)
5. Maintain active SSTAC through regular meeting schedule (ACTC, bi-monthly)
6. Provide staff support to Consolidated Public Transit and Human Services consultant team. (ACTC, as needed)

PROPOSED PRODUCTS

- Unmet Transit Needs and Reasonable-to-Meet resolutions and hearing documentation (ACTC, Nov-Feb)
- Unmet Transit Needs 'Reasonable to Meet' staff recommendations (ACTC, Jan-Feb)
- Oversight and administration of Social Service Transportation Inventory and Action Plan Update (ACTC/Consultant, as needed)
- Transit capital and operating fund report (ACTC/AT, as needed)
- Updated Consolidated Public Transit Human Services Plan (ACTC/Consultant, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$25,000	\$45,000	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$70,000	\$70,000

2020/21-3.6 PEDESTRIAN AND BICYCLE PLANNING

PURPOSE

The purpose of this Work Element is to monitor and update, as necessary, the project priorities and cost estimates identified in the Amador Countywide Pedestrian and Bicycle Transportation Plan.

ACTC also allocates locally available pedestrian/bicycle transportation funding to priority projects and assists local agencies with project development efforts through identification of available State and Federal funding for non-motorized transportation improvements.

PREVIOUS WORK

- Adoption of Updated Amador County Pedestrian and Bike Plan (2017)
- Bike and Ped Fund “Call for Projects”

TASKS/METHODOLOGY

1. Present the updated Amador Countywide Pedestrian and Bicycle Transportation Plan to the cities, county, and ACTC for adoption. (ACTC, as needed)
2. Create a summary of eligible activities, competitive evaluation criteria, and programming requirements applicable to available pedestrian and bicycle funding sources, such as the ACTC Pedestrian/Bicycle Set Aside Fund, Active Transportation Program, etc. (ACTC, as needed)
3. Based on information provided through updating the Amador County Pedestrian and Bicycle Transportation Plan, identify pedestrian and bicycle projects to be proposed for state or federal competitive grant funding within 5-year and 20-year time frames and determine local requirements. (ACTC, as needed)
4. Schedule meetings with the TAC to develop a process to prioritize and allocate any pedestrian and bicycle funding available through the ACTC and present it for adoption. (ACTC, as needed)

PROPOSED PRODUCTS

- Annual Ped/Bike Plan implementation report. (ACTC, June 30)
- ‘Call for Projects’ for funding from ACTC Ped/Bike set-aside account (ACTC, as needed)
- Applications, as applicable, to the State Active Transportation Program. (ACTC, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0	\$3,000

2020/21-3.7 TRANSPORTATION FUNDING ASSISTANCE

PURPOSE

The purpose of this work element is to program ACTC staff time to maximize State, federal, and local funds for transportation purposes and seek additional and innovative solutions to project funding shortfalls.

PREVIOUS WORK

Assistance to local agencies in identifying funding to assist in project development. Reports to ACTC commissioners regarding availability of funding for transportation purposes.

TASKS/METHODOLOGY

1. ACTC staff will monitor State and Federal legislation and the development of guidelines and regulations pertaining to use of State and federal infrastructure funds pursuant to newly-enacted federal FAST Act and other sources. (ACTC, ongoing)
2. Assist County and City staff in maximizing access to available funds, including grant writing, meetings, contacts, etc. (ACTC, ongoing)
3. Assist County and City staff investigating potential transportation funding. (ACTC, as needed)
4. Assist in understanding federal allocations, authorizations, and Obligational Authority and maximize use of federal funds available to Amador County. (ACTC, as needed)
5. Assist in timely use of State and federal funding programs pursuant to state and federal regulations. (ACTC, ongoing)
6. Implement policies and programs of the federal FAST Act. (ACTC, ongoing)

PROPOSED PRODUCTS

- Assistance to local agencies, as necessary, to secure funding necessary to implement RTP goals and objectives. (ACTC, as needed)
- On-going reports to ACTC commissioners regarding the status of current and potentially-available regional transportation funding resources (ACTC, as needed)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant (TDA Audits)	Total	19/20 LTF c/o	20/21 LTF	20/21 PPM	19/20 RPA c/o	20/21 RPA	19/20 RSTP c/o	20/21 RSTP	Total
\$15,000	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$15,000

WORK ELEMENT #4: PLANNING GRANTS

2020/21-4.1 EXTREME WEATHER NEEDS ASSESSMENT (with Calaveras County)

PURPOSE:

The Amador County Transportation Commission (ACTC) will partner with the Calaveras Council of Governments and local agencies to better understand the potential negative impacts to infrastructure from major weather events and natural disasters. The proposed study will enlist consultant support to assemble a Team to assist affected Stakeholders in preparing a Preparedness Reviews, to be updated annually, that addresses threats and hazards anticipated from Extreme Weather events in Amador and Calaveras Counties.

PREVIOUS WORK

- Solicited consultant support for grant implementation
- Engaged stakeholders in development of Extreme Weather Needs Assessment

TASKS/METHODOLOGY:

1. Research physical and biological factors that contribute to and cause extreme weather events locally. (ACTC/Consultant, ongoing)
2. Utilizing GIS mapping to develop inventories of key geographic characteristics for use by stakeholders to assist in identification of impact to Core Capabilities. (ACTC/Consultant, ongoing)
3. Assist stakeholders in development of inventory of infrastructure improvements and upgrades needed to meet current and future Core Capabilities at vulnerable locations. (ACTC/Consultant, ongoing)
4. Assist stakeholders in identification of prevention measures to address extreme weather and natural disaster vulnerabilities, such as: improved network of fire breaks, increased drainage features, culvert upgrades, and ditch treatments. (ACTC/Consultant, ongoing)
5. Assist stakeholders in identification of gaps in information and communications technology that can be applied to improve evacuation planning and community preparedness. (ACTC/Consultant, ongoing)
6. Assist stakeholders in identifying and quantifying costs associated with damage and injury prevention strategies. (ACTC/Consultant, ongoing)
7. Identify potential funding sources for prevention and emergency response strategies. (ACTC/Consultant, ongoing)
8. Develop a natural disaster and extreme weather economic recovery strategy. (ACTC/Consultant, ongoing)
9. Assist stakeholders in identifying financial plans to address future impacts related to Extreme Weather events. (ACTC/Consultant, ongoing)

PROPOSED WORK:

- Apply FEMA THIRA/SPR approach to engage stakeholders (ACTC/Consultant, ongoing)
- Prepare Project progress reports consistent with approved grant Scope of Work.. (ACTC/Consultant, Monthly)

FUNDING SOURCES/RESPONSIBLE AGENCIES

ACTC	Consultant	<u>Total</u>	19/20 LTF	19/20 SB 1 Grant	19/20 RSTP	<u>Total</u>
\$	\$	\$	\$	\$	\$	\$

Appendix B

Amador County Transportation Commission 2019/20 OWP Project Schedule

Project	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
1.1) TDA Administration												
1.2) Planning & Programming Admin												
2.1) Public & Interagency Planning												
2.2) Local Project Delivery												
2.3) Ama-Sac Inter-regional Planning												
3.1) RTP Monitoring and Development												
3.2) GIS Mapping, Demographic Data and Support												
3.3) Travel Demand Model												
3.4) Pavement Management Monitoring												
3.5) Transit Planning												
3.6) Ped/Bike Plan Update												
3.7) Regional Traffic Mitigation Program Admin												
3.8) Transportation Funding Assistance												
3.9) Regional Transportation Improvement Program												
3.10) Transportation Intern Program												
4.1) Extreme Weather Needs Assessment												
4.2) Coordinated Public Transit Human Services Plan												

APPENDIX E – CALTRANS Planning Activities

Amador County Transportation Commission 2020-2021 Overall Work Program (OWP) Information Element

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 Climate Adaptation Plan	Develop plan with input from local agency partners	Caltrans District 10 System Planning and Goods Movement	In process	December 2020

APPENDIX F

References

Guidelines:

Overall Work Program (OWP) Guidance, Appendices, for Transportation Planning and Programming Requirements Regarding Tribal Governments. Guidance is included for the protocol for government-to-government relations with federally recognized tribes and for public outreach with the Native American population.

California Transportation Commission (CTC), California Regional Transportation Plan Guidelines; Executive Order 12898 (Environmental Justice); and Title VI of the Civil Rights Act. The CTC approved the following requirement in the RTP Guidelines: "the MPOs and RTPA should include a discussion of consultation, coordination and communication with federally recognized Tribal Governments when the community is located within the boundary of an MPO/RTPA".

Regulations:

Title 23, Code of Federal Regulations (CFR), CFR 49, Chapter 1, Part 450 Subpart C, Sections 450.104, 450.202, 450.31(i), 450.324(f)(1), and 450.330(a)

Statues:

Title 23, United States Code (U.S.C.) Chapter 1, Sections 134(h)(3)(B), 134(i)(5), and 101(a)(23); SAFETEA-LU Section 3005, Subsection 5303(i)(2)(B), Section 6001, Subsection 134(i)(2)(B), and 6002.

APPENDIX G

