

AMADOR COUNTY TRANSPORTATION COMMISSION

MINUTES

JANUARY 16, 2008 – 6:03 P.M.

The Amador County Transportation Commission (ACTC) met at the Amador County Administration Center, 810 Court Street, Jackson, California on the above date, and the following proceedings were had, to wit:

Present on Roll Call:

Greg Baldwin
Louis Boitano, Chairman
Richard Forster
Al Nunes, Vice Chairman
Dave Richards
Jerry Sherman

Also Present:

Dan Brewer, Chief, Rural Planning and Administration, Caltrans District 10
Charles Field, ACTC Executive Director
Robyn Sheehan, ACTC Administrator
Sean Rabé, ACTC Transportation Planner/Program Manager
Patrick Ireland, Amador Regional Transit System General Manager

Agenda:

Motion: It was moved by Commissioner Forster, seconded by Commissioner Sherman, and unanimously carried to approve the agenda as presented.

Public Matters Not on the Agenda: None

CONSENT AGENDA

Motion: It was moved by Commissioner Sherman, seconded by Commissioner Forster, and unanimously carried to approve the Consent Agenda Items as presented with the exception of Item No. 2.

Consent Agenda Item 2 – ACTC Action Items List: Commissioner Richards stated that previously expressed signage concerns at the 49 Bypass/Valley View Drive intersection have not been addressed. A sign is needed identifying the bypass for vehicles traveling south on Old SR 49 from Sutter Creek because they cross the intersection on to Valley View Drive and then make a u-turn to return to the bypass. The bypass is also not marked for traffic traveling north or east bound on Valley View Drive. In addition, Old Highway 49 needs to be identified for vehicles traveling north or south on the bypass. Commissioner Richards reported that a letter from Caltrans dated November 1, 2007, advised that a field review concerning these matters would be completed in

approximately two to four weeks and no response concerning the field review has been received. Mr. Field stated that the signs have been in the works for a long time and he will follow up.

REGULAR AGENDA

Public Hearing Concerning Unmet Transit Needs Fiscal Year 2008/09: ACTC Executive Director Charles Field reviewed the following items which are contained in his memo to the Commission dated January 11, 2008:

- Last year's unmet needs hearing's recommendations
- Updated reasonable to meet criteria
- ACTC recommendations for ARTS performance improvements
- Transit needs assessment
- Social Service Transportation advisory Council (SSTAC) recommendations

At 6:30 p.m. Chairman Boitano opened the public hear for 2008/09 unmet transit needs.

Stephanie McNair, Plymouth, asked for clarification concerning Mel Welsh's contract scope of work which states ACTC staff and consultants to adopt new General Plan Circulation Elements for each of the five cities. Mr. Field responded that this question is not relevant to the unmet needs hearing. He explained that each city needs to adopt new General Plan Circulation Elements and it is the goal of the ACTC to assist the cities with this effort.

Renee Chapman, Foothill Rideshare Program consultant, spoke on behalf of residents who have expressed a need for service to/from the Upper Shake Ride Road area. She stated that elderly persons could use transit service once a day and students who work after school also need transit service.

Lynn Shield, Operation Care Executive Director, stated that her clients need evening and early morning services around Jackson and to/from up-country. She expressed support for the extra services that are being considered in the evenings and weekends. ARTS General Manager Patrick Ireland asked Ms. Shield to provide him with contact information so that they may discuss details of the unmet needs that were expressed.

Debbie Dunn, up-country, spoke on behalf of Ruth Gottstein. Ms. Gottstein is concerned about the fiscal future of the County and the State and she is suggesting widening the scope of ARTS to combine services where possible and support for agencies. She was impressed with the recent media campaign for the Kirkwood bus and suggested doing the same for ARTS. She also suggested that the ARTS bus could pick up food in Sacramento for the Amador County Food Bank and deliver books from library to library. Ms. Gottstein offers her support and time. A copy of Ms. Gottstein's letter will be sent via email to ACTC (see attached).

Tracy Towner-Yep, Amador County Recreation Agency (ACRA) Director, clarified that ACRA does not want a bus for organized youth outings, rather ACRA is requesting a bus so that youth can get to where they need to go on a regular basis. An example would be a bus from Ione Junior High School to Camanche at approximately 4:30 p.m. or 5:00 p.m. each day. The criteria set forth makes it impossible to start a new route. The only way to get a bus from Ione to Camanche is if the bus is filled every day with 10 kids. Students at Ione Junior High School cannot participate in after school

recreation activities unless there is a bus to take them home to Camanche. The criteria is unreasonable. A new route should be established to see if it fills up. Ms. Towner-Yep stated that there has been an 800% growth in the summer recreation program but it didn't happen in the first year. The reasonable to meet criteria should be adjusted to meet the needs of the people of Amador County.

Mr. Field stated that Ms. Towner-Yep helped to illustrate that the criteria is called reasonable to meet criteria and this is a subsidized transit service that the Commission provides. This request will be considered with the other requests and a line will have to be drawn some where. For this service, it may be 10 passengers per bus. Funds are limited and every need cannot be satisfied.

Nina Machado, First Five Amador, stated that services were expanded last year for individuals in Shenandoah area to travel to the Family Learning Center and it has been working very well. She concurred with Ms. Towner-Yep and she stated that when things are first initiated, it is difficult to meet the numbers.

Mr. Field suggested that all requests and recommendations can be given to the new Transit Development Plan consultant for review and brought back for consideration before approval of the final ARTS budget and ARTS claim in June. In order to conform with State law, ACTC will need to advise the cities and counties of their preliminary 2008/09 Local Transportation Fund (LTF) apportion estimates by March 1, 2008. ACTC can advise the cities and County that no LTF apportions are anticipated for street and road purposes for fiscal year 2008/09. Mr. Ireland stated that ARTS can submit a preliminary budget at the February 2008 meeting and an amended budget can be submitted in June 2008 after changes to service are decided based on the input that has been received.

Commissioner Forster asked if any programs can be combined to find an average in order to meet the reasonableness criteria or are they all stand alone. Mr. Ireland stated that until they begin to perform it is not known what the numbers will be. Programs are combined whenever possible. Mr. Field stated that new requests need to be analyzed to see how they fit within the existing system. If minimal changes can be made to existing service to meet a new request, it will be more affordable. If the consultant can analyze the new service requests with the existing service and look at the Social Service Transportation Inventory for ways to not duplicate service that other organizations are providing. This cannot be accomplished by the February 2008 meeting.

Chairman Boitano stated that the requests for new service will need to be prioritized and the ones at the bottom of the list will fall off because there will not be enough money.

Mr. Ireland stated that, at ARTS current operating costs, every additional service hour per day costs \$20,000 per year. To meet the 10% fare box minimum it will take \$2,000 in fares. Service needs to be efficient and serve as many needs as possible. One of the jobs of the Social Service Transportation Advisory Council (SSTAC) is to help coordinate the unmet needs in a way that several needs can be met with each service hour.

Commissioner Nunes stated that even though ACTC and ARTS would like to do more, there is not enough money. He also stated that as a representative of one of the cities, the cities will be unhappy about not receiving LTF allocations for 2008/09.

Mr. Field stated that the unmet needs resolution can be adopted in June. The new service requests can be combined with the Transit Development Plan Update for study and recommendation and the results can be brought back to the Commission in June 2008. In the meantime, a preliminary ARTS budget will show all available LTF being used. In June, the unmet transit needs resolution, ARTS claim, and ARTS budget will be presented for approval.

Commissioner Forster asked for a status report concerning the Kirkwood bus. Mr. Ireland responded that the largest number of tickets sold was five for the past weekend and a number of phone calls have been received. He is hopeful that the next Saturday will result in a successful trip to Kirkwood. Mr. Ireland stated that the Kirkwood bus is a stand alone service which involves 13 hours of operating costs.

Commissioner Baldwin asked if commercial advertising on the buses has been considered. Mr. Ireland stated that it has been the policy of the ARTS Board to not advertise on the ARTS buses but this policy can be amended. Mr. Field stated that this recommendation has already been submitted by Renee Chapman for consideration.

Commissioner Baldwin asked if ARTS can provide service for tour groups, etc. He also asked if it is impossible to make a profit. Mr. Ireland stated that ARTS is not allowed to count charter revenue as part of the farebox minimum. There are also federal restrictions governing how recipients of federal transit grant funds can provide services. ARTS has provided some charter service each year and when doing so, ARTS charges its hourly cost of service.

Nina Machado expressed support for marketing on the buses as revenue. She stated that some of the items on the agenda were approved last year. She also stated that funds for outreach and marketing were approved at last year's unmet needs hearing but she has not seen much of this happening.

Renee Chapman stated that in working with other foothill transit agencies she has observed that it takes about two years of service to determine if it will be used and if it will meet the reasonableness criteria. She suggested that the first year or six months the agency should accept or expect less ridership than the criteria recommends and then watch to see if the ridership increases over time.

Mike Rolf, The Arc and Social Service Transportation Advisory Council (SSTAC) member, asked if the Commission could vote on the Reserve-A-Ride Program and Transportation Reimbursement Program tonight and bring the other items back in June?

Mr. Field responded that before the service can be implemented an unmet needs resolution must be adopted that states what unmet needs have been expressed and that provides an analysis as to whether or not the needs expressed are reasonable to meet. It is expected that these two programs will meet the reasonableness to meet criteria but other requests have been submitted and all of the requests need to be analyzed to see how they fit within the entire program and budget. There needs to be trust that the Commission will fund the Reserve-A-Ride Program by February or March pursuant to last year's unmet needs process. The Transit Reimbursement Program will have to come back to the Commission in June for funding. It still has details to be worked out. If only these two items are approved and the other unmet needs that were expressed have not been addressed, then Caltrans will not allow use of Local Transportation funds for non-transit purposes.

Chairman Boitano stated that all unmet needs expressed should be reviewed in order to have a clear understanding. Mr. Field advised that, if possible, this matter will be brought back to the Commission before June. Representatives of the SSTAC and interested parties will be included in the project oversight committee for the Transit Development Plan Update.

Commissioner Forster asked if the advertising on the buses needs to go through a formal process. Mr. Field stated that the original recommendation was for changeable advertising for ARTS services on the back of the buses to be funded in 07/08 at a cost of \$700 per bus. Commercial advertising was not included in this request.

Commissioner Nunes expressed support for ARTS schedules to be displayed on the buses. He stated that it would be confusing to display both ARTS schedules and commercial advertising.

Commissioner Forster suggested that staff review Sacramento Transit's policy for advertising on buses. Choices and restrictions should also be noted and brought back to a future meeting. Mr. Field stated that additional advertising was approved at last year's unmet needs hearing and the Commission or ARTS Board can decide what options they prefer. Ms. Welsh stated that Calaveras and Tuolumne also advertise on their buses.

Terry Young, SSTAC Chair, suggested that the reasonable to meet criteria be waived during a trial or demonstration period for new service.

Commissioner Baldwin offered to purchase and donate tickets for the Kirkwood bus in order to get the service running. Terry Young stated that a sport shop in Lodi also expressed interest in donating tickets for the ski bus. Tracy Towner-Yep stated that ACRA is making an effort to fill the bus for February 9 and hopefully February 16. A recreation aide will also be making the trip on February 9.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Richards, and unanimously carried to close the public hearing. ACTC staff will provide a mid term report in March or April and a final report in May or June 2008.

At 7:30 p.m. Chairman Boitano closed the public hearing.

The ARTS General Manager was authorized to offer the Kirkwood ski bus through the end of the ski season.

Highway 49 Bypass: Mr. Field stated that the County is pursuing some of the major 49 Bypass follow-up issues through State Senator Cox. Mr. Field has provided Senator Cox's office with the entire list of follow-up items.

Commissioner Forster stated that Sutter-Ione Road has been included in the State Transportation Improvement Program (STIP) funding plan and he asked if it should be pursued through Senator Cox along with the other items. Mr. Field stated that support for the Tri-County proposal for 2008 STIP funding could be discussed during the meeting with Senator Cox's representative on February 8, 2008. Commissioner Boitano asked ACTC staff to advise him when the Bypass opened because

the statute of limitations for filing claims is approaching. He suggested that this matter be scheduled for discussion at the Amador County Public Works Committee or Administrative Committee.

Commissioner Baldwin inquired about the dip signs for the 49 bypass bridge. Mr. Field stated that Caltrans will do a surface repair of the dip this spring. In the interim, Mr. Field will check on the signs. Commissioner Forster stated that the dip is the number one issue on the list for which people are calling Dana Jorgenson.

Commissioner Forster reported that the Board of Supervisors rescinded its resolution for naming the Sutter Creek Bridge out of respect for the Allen family, who also lost a family member. It is now proposed that the Amador Creek Bridge be named after Jay-D Ornsby-Adkins. He advised that in 1997 the Rancheria Creek Bridge was named the Veterans Memorial Bridge. Signage will need to be pursued for this bridge.

Amador Transit Project: Mike Hewitt and Lori Duarte, representatives of Amador Transit Project, provided a presentation concerning Bob Devlin’s effort to promote the use of Neighborhood Electric Vehicles (NEV). Mr. Hewitt advised that Bob Devlin received a grant from the Amador County Air Quality Board to see if NEVs might be used to help reduce transportation problems, reduce pollution problems and stimulate the economy.

Commissioner Baldwin requested that the fourth paragraph in the resolution contain the word “pollution” instead of “global warming emissions.” Mr. Field stated that the term “reduce vehicle mile trips” could be substituted since it is actually what is contained in the Regional Transportation Plan (RTP) Guidelines.

Commissioner Richards expressed concern for the NEV project being listed as a single element in the RTP. Mr. Field stated that it would not be a separate element rather transit, pedestrian, bicycle, and NEV would be treated as alternatives to using the automobile. Commissioner Richards clarified that the project is worth looking into but he objects to the Amador Transit Project being listed as a specific project or group in the RTP. Commissioner Forster stated that the language could be more generic by stating to work cooperatively in efforts to incorporate an NEV circulation plan.

Motion: It was moved by Commissioner Baldwin, seconded by Commissioner Sherman, and carried to adopt a resolution of support for the NEV project with the language substitution of “reduce vehicle mile trips” in the fourth paragraph.

Noes: Commissioners Forster and Richards

Resolution No. 08-03

Resolution of support for the Amador County Neighborhood Electric Vehicle (NEV) project.

Tri-County State Transportation Improvement Program (STIP): Mr. Field stated that a meeting with Caltrans Headquarters and California Transportation Commission (CTC) staff concerning the Tri-County Memorandum of Understanding II and partnership for funding projects over the next 15 years has been scheduled for January 23, 2008. The Tri-Counties approval of the Regional Transportation Improvement Program (RTIP) is predicated on the outcome of this meeting. The RTIP is due February 19, 2008, therefore it is recommended that the ACTC hold a

special meeting on February 6 or 7 to consider adoption of the 2008 RTIP. It was agreed that the ACTC will change its regular February 20, 2008 meeting date to Thursday, February 7, 2008 (6:00 p.m.).

Caltrans Report: Dan Brewer, Chief, Rural Planning and Administration, Caltrans District 10, provided a status report on the SR 49 Tree Replacement/Landscaping Martell. He stated that the Caltrans environmental planning group is waiting for a report or statement from DTSC concerning the soils findings. There may or may not be a soil testing requirement. DTSC expressed a verbal clearance but Caltrans needs something in writing. Chairman Boitano stated that the developers may have been required to do the soils testing. The concern is what was sprayed on the log decks. Mr. Brewer will put ACTC consultant Matt Griggs in contact with Caltrans staff person.

Dan Brewer reported that a desire was expressed for an upgraded fence to be included as a condition in the encroachment process. The upgraded fence is not something that would be a condition of the encroachment permit. Mr. Field stated that he thought the alternative fence had been approved, Sierra West was going to build it, and it was part of the encroachment permit. Mr. Field will check on this.

Mr. Brewer advised that Caltrans is waiting on submission of a maintenance agreement or the agreement is still in negotiation. Mr. Field stated that Mr. Griggs provided the County Public Works Director with an edited version of the maintenance agreement for his review, approval, and submittal to Caltrans. The Public Works Director had rejected the initial maintenance agreement because it contained unacceptable requirements on the part of the County. The conditions in the agreement did not fit a project this small. The Cooperative Agreement also contains unacceptable conditions for this small project and the ACTC is in communication with Caltrans Director Will Kempton concerning this matter.

Mr. Brewer stated that he will voice the Commission's urgency and need concerning the agreements at Caltrans and that the magnitude of the project should be reflected in the magnitude of the cooperative agreement and maintenance agreement.

Mr. Brewer advised that District-wide approximately 12 Transportation Planning Grants applications were received, which includes the ACTC's application for the Plymouth Community Based Transportation Planning Grant. The results will be released shortly after the budget is approved.

Election of Officers:

Motion: It was moved by Commissioner Forster, seconded by Commissioner Sherman, and unanimously carried to approve Louis Boitano as Chairman, and Al Nunes as Vice Chairman for year 2008. The Committee Assignments remain unchanged with the exception of Amador Regional Transit System Employee MOU Negotiations Committee: Director Ulm will be replaced by Director Sherman.

Claims:

Motion: It was moved by Commissioner Sherman, seconded by Commissioner Nunes, and unanimously carried to approve the revised claim list as presented.

Adjournment:

Motion: It was moved by Commissioner Sherman, seconded by Commissioner Nunes, and unanimously carried to adjourn to **6:00 p.m. Thursday, February 7, 2008** at the Amador County Administration Center, 810 Court Street, Jackson, California.

At 8:30 p.m. Chairman Boitano adjourned the meeting.

Louis Boitano, Chairman
Amador County Transportation Commission

ATTEST:

Recording Secretary

Note: Copies of referenced documents are available at the ACTC office.