

**AMADOR COUNTY TRANSPORTATION COMMISSION**

**MINUTES**

**March 17, 2010 – 7:45 p.m.**

The Amador County Transportation Commission (ACTC) met at the 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, Chairman  
Pat Crosby  
Richard Forster  
David Plank, Vice Chairman  
John Plasse  
Dave Richards

**Also Present:**

Michael Robinson, Acting Chief, Rural Planning and Administration, Caltrans District 10  
Charles Field, ACTC Executive Director  
Robyn Sheehan, ACTC Administrator  
Neil Peacock, ACTC Planner/Program Manager

**Agenda:**

**Motion:** It was moved by Commissioner Forster, seconded by Commissioner Richards, and unanimously carried to approve the agenda with the addition of two blue slip agenda items:

- Sign for Amador Council of Tourism
- Ione Letter of Support Request

**Absent:** Commissioners Plank and Plasse

**Public Matters Not on the Agenda:** John Carlson, resident of Pine Grove, asked for Consent Agenda Item Nos. 4 and 5 to be pulled for discussion. He thanked Chairman Baldwin and Commissioner Crosby for supporting public participation in local issues in government.

**CONSENT AGENDA**

**Consent Agenda Item 4 – State Route 88 Pine Grove Corridor Improvement Project:** Mr. Carlson stated that the Pine Grove Town Council was asked about the content of the presentation but were not asked to be involved. He requested that the Pine Grove community be provided with a complete packet of public involvement and community outreach materials.

**Consent Agenda Item No. 5 – Regional Transportation Plan 2010:** Mr. Carlson stated that he attended the first stakeholder meeting and he expressed concern about consensus building and inequality of the stakeholder composition.

ACTC Transportation Planner Neil Peacock advised that ACTC consultant Leslie Regos of CH2MHill will conduct consensus training at the next 2010 RTP stakeholder meeting. He explained that there was a 25 minute discussion at the first stakeholder meeting concerning where

the meetings should be held and since consensus could not be reached it was necessary to call for a vote. Mr. Peacock stated that stakeholder meetings will be held at 6:00 p.m. on the second Wednesday of each month at the General Services Administration conference room.

Commissioner Plasse stated that consensus should not be sought through participation of both the primary and alternate members. The alternate is assigned to attend meetings in place of the primary member when the primary member is not available to attend the meeting.

**Consent Agenda Item No. 8 – Public Transportation Modernization Improvement and Service Enhancement Activity (PTMISEA) Program:** ACTC Executive Director Charles Field advised that, at the request of Caltrans, the PTMISEA Plan was amended again today to include an additional \$331,000 for solar structures for the Sutter Hill Transit Center and to reduce the number of buses from six to five. He advised that receipt of these funds is not expected soon because the State's sale of bonds is slow due to the economy.

**Consent Agenda Item No. 9 – Transit Service Workshop:** Commissioner Plasse stated that all available funds are going to unmet needs however unmet needs still exist and ridership is very low. He suggested that the unmet needs process should be revisited.

Commissioner Forster suggested that the unmet needs process be tabled until after the Amador Regional Transit System (ARTS) budget discussions have been held.

**Motion:** It was moved by Commissioner Forster, seconded by Commissioner Plasse, and unanimously carried to approve the consent agenda as discussed with the exception of Item No. 9 Transit Service Workshop. The Transit Service Workshop should be brought back as a regular agenda item to discuss whether a transit service workshop should be held instead of the unmet transit needs hearing.

## **REGULAR AGENDA**

**Amador Council of Tourism Sign:** Maureen Funk, Amador Council of Tourism, provided a graphic of a proposed banner for the Council of Tourism and requested authorization to display the banner until the monument signs are installed. Commissioner Forster stated that the Executive Director has the authority to approve this item and report back to the Commission.

**Ione Letter of Support Request:** Mr. Peacock stated that the City of Ione has requested that the ACTC provide a letter of support for its Community Based Transportation Planning Grant. It was stated that the Executive Director has the authorization to provide a letter of support to the City of Ione.

### **Claims:**

**Motion:** It was moved by Commissioner Forster, seconded by Commissioner Richards, and unanimously carried to approve claims processed prior to March 17, 2010.

**Motion:** It was moved by Commissioner Plasse, seconded by Commissioner Plank, and unanimously carried to approve the revised claim list for March 17, 2010.

**Amador Council of Tourism:** Maureen Funk, Amador Council of Tourism, presented a check from the Council of Tourism in the amount of \$12 for its annual lease payment at the Sutter Hill Transit Center. She expressed appreciation for the interagency partnership.

Rebecca Brown, Amador Council of Tourism volunteer, expressed appreciation for the opportunity to work for the Council of Tourism at the Sutter Hill Transit Center location.

**Draft Fiscal and Compliance Audits for Fiscal Year 2008/09:** Commissioners Plank and Richards (ACTC Finance Committee) advised that they reviewed the audits with the audit consultant, Michael O'Connor, CPA, of R.J. Ricciardi, Inc. and the agencies appear to be in good shape as of June 30, 2009.

**Motion:** It was moved by Commissioner Richards, seconded by Commissioner Plank, and unanimously carried to approve the draft fiscal and compliance audits for the ACTC and Amador Regional Transit System. The audit consultant was directed to prepare the final audits and transmit them to State and local agencies as required.

**Amador Regional Blueprint and Geographical Information System (GIS):** Commissioner Crosby asked if ACTC staff or a consultant would be producing the GIS maps. Mr. Field responded that initially the consultant would provide the maps but it is anticipated that ACTC would eventually produce the maps with the assistance of a temporary grant funded position. UPlan grant funds are expected to be available through 2012.

Commissioner Forster stated that there may not be consensus on CMX and the methodology. Mr. Field stated that CMX is a set of maps and while there is no consensus yet on all the improvements shown, it is still a valuable tool. A separate component of CMX is the funding strategy, which is stalled. After the County General Plan and the Regional Transportation Plan Update are completed, CMX can be taken back to the Policy Advisory Task Force, the Board, the councils, and the public.

Commissioner Plank inquired about the Cities' input concerning CMX. Mr. Peacock stated that the Cities had various concerns that are unresolved. The agencies support the intention of CMX, which is to make sure that the projects are actually constructed. However, concerns were raised regarding the technical issues and how they affect the end result, which are impact fees that will be assessed.

Chairman Baldwin stated that CMX is being accepted by the City of Plymouth but concern was expressed regarding duplication of effort and land use authority.

Commissioner Plasse suggested that this agenda item be carried over to the April ACTC meeting so that the Commission may hear a refresher presentation to clear up ambiguities about the cities' positions on CMX as well as previous ACTC direction concerning the funding limits. The Commission should also be given an opportunity to review the proposed contracts.

Commissioner Forster suggested that the Board members should have a chance to review a lot of the same information that was presented to the Committee because the different alternatives show the disparities.

**Motion:** It was moved by Commissioner Plasse, seconded by Commissioner Plank, and carried to bring this agenda item back to the April ACTC meeting and provide a refresher presentation concerning the cities' positions on CMX as well as previous ACTC direction.

**Noes:** Chairman Baldwin, Commissioner Crosby

**Regional Traffic Mitigation Fee:** Commissioner Crosby asked who will pay for the study and why this developer is being singled out for special treatment when Gold Rush pays for everything up front. Mr. Field responded that the cost for the study will come out of the ACTC's existing contract with Fehr & Peers for traffic engineering services.

Chairman Baldwin expressed concern about taking the RTMF Memorandum of Understanding (MOU) back to all of the cities and County.

Commissioner Plasse stated that the combined regional and local fee for this drive through restaurant building permit is \$237,000. The County has adopted a three tiered fee that would recognize high volume restaurants and low volume restaurants, which gives them some relief.

Commissioner Plank stated that in the industry the criteria is predicated on McDonald's, which is the highest volume restaurant.

Mr. Field advised that an amendment to the MOU must be agreed upon by the County and each of the cities. He also stated that the fee structure in the MOU comes from the Institute of Traffic Engineers Manual, they are national figures, the fee is based on the lowest tier for restaurants, and the fee has been discounted for pass-by trips. Location of the restaurant (off the highway) and reduced pass-by trips were discussed with Fehr & Peers but they are not sure the fee can be significantly reduced.

John Carlson, Citizen for Fiscal Responsibility, asked who is on the RTMF Oversight Committee. Mr. Field responded that, per the MOU, there is one member from each city, one member from the County, and one member from the ACTC Board. Mr. Carlson expressed concern that the developer is being given a free ride and the tax payers will pay for the infrastructure that the developer doesn't pay.

Ed Swift, resident of Sutter Creek, expressed concern that the current fees are very high and it will discourage new development.

Commissioner Forster expressed agreement that that the fees should be restructured. However, if Fehr & Peers has indicated that they will come out with the same results, then why spend the money.

Commissioner Plasse stated that the business owner will need to spend over four years of his net income to pay for \$237,000 of traffic fees. The Board of Supervisors recognizes that the fees, permits, and regulations hinder any opportunity for business expansion of any kind. He stated that we need to determine what amount of fees will allow for growth and development and that will pay for some infrastructure through higher tax bases across the board versus asking for higher fees and stifling growth.

Chairman Baldwin asked if this issue will create a problem between the partners of the RTMF MOU.

Aaron Brusatori stated that the Nexus Study could be revisited to see if the dollars per trip end are correct.

Commissioner Plasse stated that Calaveras County allows for an allotment of a percentage of the trip ends for local businesses or residences to be assumed to be the same trips.

**Regional Transportation Plan 2010:** Mr. Peacock advised that the Amador Business Council appointed Tom Swett to serve as their representative on the 2010 RTP stakeholder committee. He stated that Mr. Swett represents a large regional development interest, that this role is filled by the Building Industry Association representative, and it has been the Commission's intention that the Amador Business Council representative should represent local business. Mr. Field stated that he has received several communications expressing concern about the number of stakeholder members who are not local residents. Commissioners Plank and Plasse advised that Mr. Swett is a long time resident of Amador County. Commissioner Forster stated that the Business Council chose Mr. Swett to represent their interests collectively. The Commission agreed that no change in the committee's membership should be requested or directed by the ACTC.

**Pine Grove State Route 88 Corridor Project:**

**Motion:** It was moved by Commissioner Forster, seconded by Commissioner Plasse, and unanimously carried to approve the project budget for the Pine Grove SR 88 Improvement Project as presented.

**Tri-Counties State Transportation Improvement Program (STIP):**

**Motion:** It was moved by Commissioner Plasse, seconded by Commissioner Richards, and unanimously carried to appoint the Executive Director as the ACTC's representative at the California Transportation Commission Northern California STIP hearings on March 22, 2010.

**Caltrans Report:** Michael Robinson, Acting Chief, Rural Planning and Administration, Caltrans District 10, reported that Caltrans is in receipt of the Long Range Planning Grant application from Amador County and it will be forwarded to Headquarters for review and approval.

Commissioner Forster asked if Caltrans went through the environmental process for the shoulder widening work that they performed on State Route 88 between Dalton Drive and the SR 104/Jackson Valley Road intersection. He stated that he would also like to know the type of environmental process that Caltrans followed. Mr. Robinson stated that he will provide a response to Mr. Field concerning this inquiry.

**Adjournment:**

At 9:43 p.m. Chairman Baldwin adjourned the meeting to 6:00 p.m., Wednesday, April 21, 2010, at the Amador County Administration Center, 810 Court Street, Jackson, California.

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Greg Baldwin, Chairman  
Amador County Transportation Commission

ATTEST:

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Recording Secretary

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