

**AMADOR COUNTY TRANSPORTATION COMMISSION
MINUTES**

April 21, 2010 – 6:53 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:

John Gedney, Chief, Rural Planning and Administration, Caltrans District 10
Michael Robinson, 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 Plank, and unanimously carried to approve the agenda as presented.

Public Matters Not on the Agenda: John Carlson, resident of Pine Grove, asked that Consent Agenda Item Nos. 1, 5 and 7 be removed for discussion.

CONSENT AGENDA

Consent Agenda Item 1 – Minutes: Mr. Carlson stated that County Supervisor Brian Oneto spoke at the February 17, 2010, ACTC meeting recusing himself as a private citizen. Mr. Carlson expressed concern that the Brown Act may have been violated because elected officials can only be observers and cannot testify. Commissioner Plank stated that, in his opinion, the ACTC is not a decision making body of the Board of Supervisors, of which Mr. Oneto is a member; therefore, Mr. Oneto should be allowed to speak before a committee of an unrelated agency as a private citizen. ACTC is not a standing committee of the Board of Supervisors. ACTC was created as a separate agency through a legislative act. Commissioner Forster stated that Mr. Carlson can contact the Fair Political Practices Commission or Amador County Counsel Martha Shaver for further information.

Consent Agenda Item No. 5 – Regional Transportation Plan (RTP) 2010: Mr. Carlson stated that he attended the April 14, 2010 stakeholder meeting as an alternate to upcountry and he learned that alternates are only allowed to speak under public comment along with the general public. He expressed concern that this will develop an RTP that favors cities and the building industry with no County community presence.

In response to Commissioner Plank, ACTC Transportation Planner Neil Peacock advised that the overview of the planning process was well received and the round robin technique was productive. However, there was an issue of contention regarding the matter of voting at the first RTP stakeholder meeting. A training session on consensus building was held at the second stakeholder meeting because there was failure of consensus concerning the location of the stakeholder meetings.

Chairman Baldwin suggested that the alternate member communicate with the primary member.

Consent Agenda Item No. 7 – Triennial Performance Audit: Mr. Carlson asked if and when the public will be allowed to comment on the draft Triennial Performance Audit. Mr. Peacock advised that ACTC will hold a public workshop when the draft audit is available and this will likely occur during or after the June ACTC and ARTS meetings.

Consent Agenda Item No. 4 - Tri-Counties State Transportation Improvement Program (STIP): ACTC STIP project consultant Scott Maas reported that the California Transportation Commission (CTC) staff is recommending that Amador County's \$1.775 million STIP funding request for the Pine Grove Corridor Improvement project be programmed in the 2013/14 fiscal year instead of the 2010/11 fiscal year, which was requested in the Regional Transportation Improvement Program. This is due to the State's funding problems and these funding delays are occurring Statewide.

Mr. Peacock advised that the current Phase I of the Pine Grove project is funded with federal earmark funds in the amount of \$600,000. The Phase I work of the PA&ED process will refine and screen the existing alternatives to determine which alternatives will be carried forward into the environmental document. The \$1.775 million in STIP funds will be used for Phase II, which is completion of the environmental document.

ACTC Executive Director Charles Field stated that the Phase I process will not be delayed but when it is finished there may be a year or two delay before work may begin on the environmental document. The only other option is to ask the CTC for an exception to the funding schedule. Mr. Maas stated that it will be extremely difficult to get an exception because the State is in a difficult financial position.

Mr. Carlson requested that the ACTC ask the CTC for an exception. He stated that if there is too long of a delay between Phase I and Phase II, then some of the work may need to be redone or updated.

Gary Reinoehl asked if Caltrans will still be participating in Phase I. Mr. Peacock responded that Caltrans will still be participating in Phase I and the scope of the Phase I project has not changed.

Motion: It was moved by Commissioner Plank, seconded by Commissioner Richards, and unanimously carried to approve the consent agenda as presented and discussed.

REGULAR AGENDA

Claims: Mr. Field advised that the ACTC pays for legal services provided to ARTS by Miller, Owen & Trost and ACTC will seek reimbursement from ARTS. The invoices submitted by Miller, Owen & Trost provide itemized billings for each agency.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Plank, and unanimously carried to approve the claims processed prior to April 21, 2010, as well as the revised claim list for April 21, 2010.

Caltrans Construction Project Schedule for Summer 2010: Scott Maas reviewed the Caltrans projects that are scheduled for construction in Amador County during summer 2010.

Caltrans Report: Michael Robinson, Rural Planning and Administration, Caltrans District 10, introduced John Gedney, who will be filling Dan Brewer's position as Chief of Rural Planning and Administration at Caltrans District 10. Mr. Robinson advised that applications are being accepted for the next cycle of Safe Routes to School grant funds.

Mr. Gedney stated that the extension of time on the Pine Grove Corridor Improvement project will allow more time for community involvement and there should not be any concern regarding environmental work being lost.

Chairman Baldwin asked if the type of environmental process for the shoulder widening on State Route 88 between Dalton Drive and the SR 104/Jackson Valley Road intersection has been determined. Mr. Robinson stated that he has not yet received a response to his inquiry from Caltrans Maintenance staff or Caltrans Encroachment Permits staff.

Martell Area Circulation Mapping Exercise (CMX) Program: Rebecca Brown, speaking on behalf of the Pine Grove Council, stated that ACTC agenda item No. 19, Martell Area CMX Program, and No. 20, Amador Regional UPlan/Blueprint and Geographic Information Systems, have the full support of the Pine Grove Council.

Keith Sweet, City of Jackson, stated that the City is updating its Circulation Element and the Circulation Plan will be dependent up the data received from the CMX project.

Gary Reinoehl stated that the CMX program is a good planning tool and ACTC should be applauded for working on programs like this that help forecast the real transportation needs. He expressed support for continuing the CMX program and the UPlan Blueprint project. He stated that these tools would be a great value for planning the Buckhorn town center area.

Amador Regional UPlan/Blueprint and Geographical Information System (GIS): Mr. Field stated that the UPlan grant also provides for the CMX mapping tool and a GIS system to produce maps that show not only regional highway projects but also provide a data base for the traffic model. Without the GIS, work will go back to a paper system. The UPlan allows the ACTC, the cities, and the County to change features and factors to see what affect they have. The traffic

model is linked to the land use model and can be used to test alternatives. The traffic model is also linked to an air quality model and a 4D model. The GIS system enables ACTC to work with the County and the cities to track traffic mitigations and conditions that are placed on new developments.

Commissioner Plank inquired about the data source for population growth. Mr. Field stated that ACTC initially worked with the County Planning Department and they were using Department of Finance (DOF) projections consistent with the County General Plan. Commissioner Plasse stated that the County's population projections for its Housing Element were an average between DOF figures and Water Agency figures. Commissioner Plank stated that the cities might be a better source for the population projections. Mr. Field advised that this is one of the factors that can be changed to see how different population growth scenarios affect region.

Gary Reinoehl stated that he is a member of the RTP 2010 stakeholder committee and he expressed support for this tool to help develop the RTP.

Keith Sweet, City of Jackson Council member, stated that the City of Jackson has no objection to the continuance and funding of the UPlan process. The City would hope that the UPlan process would encompass other layers besides just traffic such as water, waste water, air quality, etc. Mr. Sweet did not believe the City was concerned about the land use decisions and the City Council would expect to retain the right to make land use decisions. The process makes the information more transparent relative to the decisions that are made and provides the tools to make better decisions.

Christopher Jordon, City of Ione Planner, stated that the City of Ione has expressed several concerns regarding this project and ACTC staff has addressed the concerns and has tried to put forward a process to work through the issues. The City offers its support for moving the process forward and continuing to be engaged in the process. The City considers education to be foremost so that everyone knows what is involved in the model, the inputs, the outputs, and how it will effectively be used going forward, not only as a mapping exercise but the overall policy framework that this paints and unifies the policies at the local and regional level.

Aaron Brusatori, City of Amador Mayor, stated that a lot of the items in the scopes of work are related to land use. If the decisions come as a result of the mapping exercise and quality of information, that would be fine but the mission statement of ACTC is transportation related not land use related. If the mapping is paid for with grant funds and not paid for out of transportation dollars to accomplish land use analysis then it would be a good tool for mapping. He stated that he would like to see a written statement that ACTC will not get involved in or influence land use decisions.

Chairman Baldwin stated that land use decisions will remain with the County and the cities but you can't circumvent the fact that a large number of homes in Ione will affect traffic throughout the County.

Commissioner Plasse stated that it doesn't alleviate the fears with respect to land use authority when Task 2.1 in the grant application lists means to measure performance in non-transportation areas. He stated that these are not transportation issues but rather environmental impact issues.

Commissioner Plasse asked if this tool will be available for use by the cities and County. Mr. Field stated that it is proposed the model would reside at the ACTC but the information will stay on the County's server and will be updated. Access to the information will be provided to the cities and County. It is a regional model of the County and the cities. The ACTC Technical Advisory Committee has expressed the desire to be actively involved in this project as well.

Commissioner Forster asked for clarification regarding the concerns expressed on Task 2.1 of the grant application and the purpose of these items. Mr. Field stated that UPlan is set up to run different layers. Many layers have been added to the model so that the cities and County can see the affect on other areas besides traffic and transportation.

Commissioner Crosby asked if the City of Sutter Creek will be able to have a proposed project run on UPlan and what would the mechanics be in getting the results. Mr. Field stated that the request would come to the Commission for authority to work with the City. If the model was at ACTC, the ACTC would likely run the model and provide the City with the results. Commissioner Crosby stated that many things tie into traffic and concerns have been expressed that ACTC will tell the cities and County how many residential units they can approve. However, if the cities wanted to obtain information using the various layers for their own use, would ACTC provide this information to the cities and County? Mr. Field responded that the ACTC would provide information to the cities and County as requested. It would be up to the Commission to establish a policy if they chose to charge the cities and County for said information.

Commissioner Plasse stated that it would be fine if the model could be confined to consumption of city and County generated data from their own general plans and model how it affects traffic and transportation needs. However, he expressed concern regarding Activity 1b of the Vestra contract and that these things would be outside of the ACTC's purview.

Commissioner Plank suggested that a policy would be appropriate specifying that the tool is for traffic only and has no land use applications so that the intent of the Commission is clear in future years.

Mr. Field advised that the UPlan grant requires that ACTC run the Blueprint process as proposed and that it contain the other data layers as discussed. If the grant funds are accepted, the ACTC needs to run the layers and show how they perform. It can be distinguished that the ACTC will not mandate, require, or do anything with the information but offer it to the cities and County as information.

At 8:08 p.m. the Chairman recessed the meeting until 8:22 p.m. at which time regular business was resumed.

Kim Kerr, Ione City Manager, stated that the City of Ione still has some concerns but are hoping they can continue to work through these with the ACTC. If ACTC accepts the grant, what are the parameters and policies that need to be applied so that the data will be used. If a product is generated that no one wants to use, then the money has been wasted. The cities, County and ACTC should work together to address the concerns about the layers. It is about education and understanding what is required in the UPlan, what the parameters are, and the purpose of its use. She stated that the cities and County conduct an analysis at the local level concerning traffic, water, etc. as they take in new projects. The goal may be to see the impacts on a regional level

but it should not be the ACTC's place to dictate to the jurisdiction that it can or cannot do a project. The cities have GIS data and can work with ACTC to form a consortium to enter GIS data and to turn layers off and on. Ms. Kerr asked what is required by Caltrans when the modeling is used.

Commissioner Plasse asked where the data originates and how is it collected and compiled? He stated that the output data is predicated on the value of what was input. He also inquired concerning the data source for environmentally sensitive lands.

Mr. Field explained that the Blueprint program works on the concept that everything is related. For a countywide perspective on the Regional Transportation Plan Update, ACTC can use the UPlan outputs to scope transportation projects and for the RTP EIR. For example, the RTP requires a discussion on the affects highway projects have on wetlands. Current wetland data has already been entered into UPlan. It is course level data. If UPlan is not used for this information, EIR consultants would need to be hired to help research or prepare special studies for the RTP and its EIR.

Commissioner Forster asked if the UPlan data will need to be updated and will require ongoing funding in order to maintain it? Mr. Field stated that yes, sustaining the program after the next two years is a concern; however, the value over the next two years is worthwhile.

Commissioner Forster stated that the cities should be prepared to contribute funding if UPlan is an ongoing line item and Caltrans does not continue to contribute funds.

Commissioner Plank asked if a maintenance estimate can be obtained from other counties or cities? Mr. Field suggested that maintenance costs could be obtained from SACOG.

John Gedney stated that Caltrans is interested in Blueprint being a tool for the counties' and cities' use to reflect the values of the communities and its objectives. If it is being used by the cities and counties, it will be a valuable tool and there will be sustainability. The layers can be turned on or off to reflect the values of the communities.

Commissioner Plasse inquired concerning specific requirements of Caltrans. Mr. Gedney stated that there will be regulatory requirements coming down the line, for example, issues with emission standards to be determined by the Air Resources Board and requirements concerning sustainable communities. However, it is an incentive based system and there are no punitive measures related to Blueprint.

Commissioner Forster asked Mr. Gedney if Caltrans is requiring a stakeholder outreach group for every Caltrans project in addition to the public workshops that are held. Mr. Gedney stated that there is a great deal of emphasis on public participation in all of the planning efforts.

Commissioner Forster inquired concerning who selects the stakeholders. Mr. Field stated that there is no stakeholder committee on the Blueprint project; however, the consultant would meet with the region's stakeholders. Commissioner Forster stated that he would like the Commission to have full disclosure of what is going on and that he would like information such as stakeholders brought to the full Commission.

Commissioner Crosby inquired concerning the cost of the software package. Mr. Field responded that the software package was free from U.C. Davis and many of the layers have already been developed. It is anticipated that it may cost approximately \$5,000 annually for support from the County and to keep the data on the County server. The Arc Editor license is also an ongoing cost.

Commissioner Plasse asked about the full amount of grant funds being requested. Mr. Field advised that approximately \$200,000 is anticipated in Blueprint grant funds plus a \$20,000 local match, which will cover the MIG contract in the amount of \$140,280. It is anticipated that the Vestra contract will be funded by the balance left over in 08/09 Blueprint funds.

Commissioner Forster asked for clarification concerning the on-call services described in the Vestra Agreement Activity #1a. Mr. Field advised that ACTC can call Vestra for work as needed but this work is included in the cost of the contract. The contract compensation is a not to exceed amount. The rates in the Vestra Agreement are based on an agreement that Vestra has with a State which allows for lower rates. Commissioner Forster expressed concern that additional charges will be accrued for on-call services and he suggested that Mr. Field double check this matter with Vestra. Mr. Field stated that Vestra's services are for a transition period until ACTC can obtain its own grant funded, temporary staff to do this work at a less expensive cost.

Commissioner Plank stated that projections for supporting this project also need to be taken into consideration.

Motion: It was moved by Commissioner Crosby, seconded by Commissioner Plank, and carried to move forward with the program and take advantage of the available grants subject to the following conditions:

- The UPlan tool shall be made available to the cities and the County and the ACTC will establish policies regarding concerns that have been expressed.
- Stakeholder selection will be brought to the Commission for consideration and approval prior to the groups being selected.
- The Chairman is authorized to execute a contract with VESTRA Resources for GIS services related to UPlan, CMX, and general mapping services (\$40,000 BP/UPlan, \$7,800 CMX and other mapping services).
- The Chairman is also authorized to execute a contract with MIG for interagency coordination, public involvement, and planning assistance related to UPlan pending execution of a grant agreement for 2009/10 Rural Blueprint grant and providing said agreement assures adequate funding for the contract (\$140,280).
- The ACTC will terminate its current contract with Amador County Information Technology Department for services related to UPlan and CMX, and replace it with a smaller contract for service charges (estimated up to \$5,000).
- Mr. Field was directed to confirm that on-call services are included in the total compensation amount of the contract and are not above and beyond the rates and cost totals stated in the contract.

Noes: Commissioners Forster and Plasse

Transit Service Hearing: Commissioners Plank and Plasse commented that difficult decisions will need to be made, which included major and minor adjustments to ARTS operations and budget.

Nina Machado, Social Service Transportation Advisory Council (SSTAC) Chair, stated that the SSTAC is a group of committed individuals and she encouraged the Commission to utilize the SSTAC. She stated that this group has conducted and paid for surveys concerning transportation needs. The group also has the expertise and familiarity with the people who need the transportation services of ARTS. She stated that a lot of money is spent on plans and studies and she suggested that the drivers would be a valuable resource as well as existing information. She also suggested partnering with the School District.

Commissioner Forster stated that the drop in ridership has continued for a long time even though ARTS has implemented changes.

Commissioner Plasse stated that the routes of the trolleys are more reflective of the needs of the community and the cost per trip was a fraction of the other bus routes.

Motion: It was moved by Commissioner Richards, seconded by Commissioner Crosby, and unanimously carried to schedule a transit service hearing for May 19, 2010, in accordance with Public Utility Code Section 99238.5.

Amador Regional Transit System Claims for Fiscal Year 2009/10:

Motion: It was moved by Commissioner Forster, seconded by Commissioner Crosby, and unanimously carried to approve, by resolution, a reduction in ARTS Local Transportation Fund (LTF) claim for FY 2009/10 from \$807,000 to \$657,000 (ARTS 2009/10 LTF Claim No. 2) and to approve, by resolution, an increase in ARTS Local Transportation Fund claim from \$657,000 to \$931,250 to be paid for out of the LTF pedestrian/bicycle set-aside (ARTS 2009/10 LTF Claim No. 3)

Resolution No. 10-25

Resolution approving Amador Regional Transit System Local Transportation Fund Claim No. 2 for the 2009/10 fiscal year in the amount of \$657,000 which is intended to reduce previously approved Claim No. 1

Resolution No. 10-26

Resolution approving Amador Regional Transit System Local Transportation Fund Claim No. 3 for the 2009/10 fiscal year in the amount of \$274,250 which is to be drawn from the LTF Pedestrian and Bicycle set-aside

Commissioner Plasse asked for clarification concerning the instructions to pay Claim No. 3 on an as needed basis. Mr. Field responded that Claim No. 3 in the amount of \$274,250 will be transferred to ARTS in full to serve as an ARTS cash flow reserve with the intent that the Auditor's Office will help manage these funds and show them as an ARTS cash reserve at the beginning of each fiscal year.

Commissioner Forster asked if these funds will be repaid. Mr. Field stated that, if fiscally feasible, ARTS may reduce its claim against LTF funds in future years to help rebuild the LTF Pedestrian and Bicycle set-aside.

The Commission directed that the draft memo of instructions to the County Auditor should be amended to include "In ARTS budget it should be held as a cash flow reserve subject to possible long term payable to the ACTC LTF Pedestrian and Bicycle fund."

Legal Services Contract Amendment:

Motion: It was moved by Commissioner Forster, seconded by Commissioner Plank, and unanimously carried to authorize the Chairman to execute the second amendment to its legal services contract with Miller, Owen & Trost as proposed. The ARTS Board of Directors shall be requested to increase their budget to reimburse ACTC for the anticipated additional cost to provide legal services to ARTS pursuant to the proposed amendment.

Adjournment:

At 9:38 p.m. Chairman Baldwin adjourned the meeting to 6:00 p.m., Wednesday, May 19, 2010, at the Amador County Administration Center, 810 Court Street, Jackson, California.

Greg Baldwin, Chairman
Amador County Transportation Commission

ATTEST:

Recording Secretary

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