

AMADOR COUNTY TRANSPORTATION COMMISSION

MINUTES

May 19, 2010 – 6:03 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
Charles Field, ACTC Executive Director
Robyn Sheehan, ACTC Administrator
Neil Peacock, ACTC Planner/Program Manager

Public Hearing to Consider Transit Services and Needs in Amador County: ACTC Executive Director stated that it is a requirement of the Transportation Development Act that the ACTC hold a public hearing annually to take input with respect to transit services. Adoption of an unmet transit needs resolution is not necessary because all available Transportation Development Act (TDA) funds are being spent on administration, planning or transit.

At 5:05 p.m. Chairman Baldwin opened the public hearing.

Nina Machado, First Five Amador Executive Director and Social Service Transportation Advisory Council (SSTAC) Chair, stated that she obtained the following input concerning transit service from members of the SSTAC:

- Appreciation was expressed that communication with ARTS has improved in the last few weeks and some concerns are being addressed.
- Evenings and Saturdays continue to be a challenge for transit dependent individuals.
- There is enthusiasm for the \$3 all day ticket.
- Behavior Health is requesting that ARTS allow its clients to trade a \$1 and \$2 dollar ticket for a \$3 ticket. This would likely also apply to Job Connection, Public Health, Operation Care, and Amador Tuolumne Community Action Agency because they also disseminate transit tickets to their clients.
- A stop at the Jackson Library is requested.
- The ARC appreciates that the bus stops at their location.
- The route from Camanche to Ione serving the Family Learning Center is working well and is appreciated.

- ARTS service from Shenandoah Valley to the Ione Family Learning Center is missed. The van from ATCAA that is currently being used is too small and therefore requires multiple trips or staggered participation. Consideration of transit service by ARTS is requested because the ridership is consistent.
- ARTS service from River Pines is missed by the residents because they must travel to Plymouth or Mt. Aukum to obtain their mail from the Post Office. The number of riders appears to be minimal.
- Because the ARTS bus no longer stops at the Job Connection on New York Ranch Road, it creates a hardship for some disadvantaged individuals. The Job Connection is seeing an increased interest in bus transportation because of job loss, increased gas prices, etc.
- CalWorks is investigating its work and education schedules to try to better meet the bus system schedule. CalWorks also has clients that need transportation to and from Stockton.
- Behavioral Health owns vans but does not have liability insurance to operate them. Can ARTS assist in providing this service?

There was discussion concerning the exchange of a \$1 and \$2 ticket for a \$3 all day pass which resulted in the following motion:

Motion: It was moved by Director Plasse, seconded by Director Plank, and unanimously carried to recommend that ARTS allow the bus drivers to accept a \$1 and \$2 ticket in exchange for a \$3 all day pass on the day the ticket is presented to the driver.

ARTS System Analyst Patricia Amarant advised that the fares for the express trolleys were reduced to 50 cents for all riders.

Chairman Baldwin requested that ARTS staff consider a stop at the Jackson Library if it is deemed safe for the smaller buses. Leonard Robertson, ARTS driver, explained the safety concerns associated with exiting the parking lot at the Jackson Library.

Mr. Field stated that ARTS staff can investigate the requested service considerations and report back to the Commission at their next meeting.

Director Plank requested that Ms. Machado provide times for the needed service to and from Ione.

Gary Reinoehl, resident of upcountry, stated that as people age, transit service becomes a bigger issue. He asked that the Commission consider transit service to upcountry when economically feasible.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Richards, and unanimously carried to close the public hearing.

At 6:33 p.m. Chairman Baldwin recessed the meeting until 7:41 p.m., at which time regular business was resumed.

Agenda:

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

Public Matters Not on the Agenda: None

CONSENT AGENDA

Consent Agenda Item 2 – ACTC Action Items: Commissioner Forster stated that the request concerning Caltrans environmental clearance for shoulder widening was made approximately six months ago. He would like to know what environmental document was used for this Caltrans project and if Caltrans complies with the same rules and regulations that are required of the County for its transportation projects. John Gedney, Chief, Rural Planning and Administration, Caltrans District 10, stated that he will pursue this request further. Commissioner Plasse advised that Amador County lost \$465,000 in American Recovery and Reinvestment Act funding for a project similar to the Caltrans project because Caltrans required a full Environmental Impact Report due to potential riparian habitat.

Consent Agenda Item No. 6 – Pine Grove Corridor Improvement Project Progress Report: In response to Commissioner Plank, ACTC Transportation Planner Neil Peacock stated that State Transportation Improvement Program funding for completion of the current phase of the Pine Grove project will remain programmed as intended in the 2010/11 fiscal year.

Commissioner Plasse asked for clarification concerning the Upcountry Community Center and Upcountry Community Council. Mr. Peacock advised that the Upcountry Community Council is a community based organization centered out of the Buckhorn area to represent upcountry residents. The Upcountry Community Center is a community center operated by the Amador Tuolumne Community Action Agency (ATCAA) which hosts youth and educational activities. The Center has a board and multiple funding sources.

Commissioner Forster suggested that CalFire, the California Department of Corrections and Rehabilitation Facility, and Alpine County should also be included under consultation with other agencies.

Consent Agenda Item No. 11 – Correspondence Concerning Public Information Request from Ledger-Dispatch: Commissioner Plank asked if this matter is getting resolved. Mr. Field replied that he had a conversation with Matthew Hedger of the Ledger-Dispatch concerning better communication.

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

REGULAR AGENDA

Triennial Performance Audits: Michael Eshleman, Moore & Associates, provided a presentation concerning the ACTC and Amador Regional Transit System Triennial Performance

Audits. He stated that the three core goals of the performance audit are: (1) assess the efficiency, effectiveness, and economy of the Regional Transportation Planning Agency (ACTC) as well as the transit operator (ARTS); (2) ensure compliance of Transportation Development Act (TDA) regulations; and (3) present strategies for adjusting any findings associated with the review of TDA functions. He explained the scope of the audit and summarized the findings and recommendations.

Mr. Peacock stated that ACTC staff is requesting direction from the Commission concerning Work Element #22 "Investigation and Implementation of Organizational Improvements" and it was anticipated that the Triennial Performance Audit would provide some insight concerning the scope of work for this project.

John Carlson, Pine Grove resident, stated that consideration of ACTC re-organization was not included as part of the Performance Audit, and he encouraged the Commission to proceed with Work Element #22 "Investigation and Implementation of Organizational Improvements."

Commissioner Crosby inquired concerning the multiple spreadsheets and reports that ARTS is required to submit to the State and federal government. Mr. Eshleman responded that ARTS is submitting the required reports; however, the previous Performance Audit recommended that ARTS try to streamline or improve its internal excel spreadsheets that are used to generate the information for the required reports. ARTS has made improvements to the spreadsheets and it is recommended that they continue to work on this effort.

Commissioner Forster suggested that the scope of work for Work Element #22 concerning ACTC organization improvements should be discussed by the ACTC Technical Advisory Committee (TAC) and their input should be brought back to the ACTC for consideration at the ACTC's June meeting.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Plank, and unanimously carried to accept the final draft FY 2006/07-2008/09 Triennial Performance Audits and submit the reports to the State Controller's Office and Caltrans. Staff was directed to discuss the scope of work for Work Element #22 "Investigation and Implementation of Organizational Improvements" with the ACTC TAC and bring the TAC's input to the Commission for consideration at the June ACTC meeting.

Caltrans Report: John Gedney, Chief, Rural Planning and Administration, Caltrans District 10, expressed appreciation for being invited to the Regional Transportation Plan (RTP) stakeholder group meeting to discuss the RTP update process and level of service (LOS) issues. He advised that Caltrans is engaged in internal discussions regarding local jurisdictions' interest in revising and reducing level of service standards versus the Department's adherence to LOS and design criteria on transportation projects. Caltrans is looking at providing consistency between the project development process and long range planning that will help achieve both the local goals and the Department's goals to maintain the operational efficiency and safety of the State highway system.

Chairman Baldwin suggested that Caltrans should also consider streamlining requirements for smaller projects because the smaller rural counties and cities do not have the resources to comply with the numerous requirements that Caltrans puts on a small project. Mr. Field added that a

project less than \$3 million is a big project for a small rural county and the conditions put forth by the State cause a \$2 million project to become a \$5 million project. Mr. Gedney encouraged good communications between the jurisdictions and Caltrans.

Commissioner Plasse stated that levels of service are measured on an average basis on sections of roadway and measured on a peak hour basis at intersections. He asked if this format is used by Caltrans for measuring its levels of service and why there is a difference. Mr. Gedney stated that there is a difference between a project level analysis and a planning level analysis. For planning level documents, such as the RTP Update, the average daily traffic is generally used with some reductions for assumptions to get to a peak level, etc. At the project design level, the peak hour analyses plus other components are used.

Chairman Baldwin asked if there is a “go to” person that might assist in resolving an ongoing problem. Mr. Gedney stated that the project manager or environmental manager should be able to provide this assistance.

Staples Business Account: Commissioner Forster asked if interest charges or late fees would be incurred for this account with Staples. Mr. Peacock advised that no interest charges will be incurred as payment in full will be made each month. He also advised that no other local businesses were able to provide the type of graphics that are required.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Plasse, and unanimously carried to authorize staff to establish a Net Pay Terms Business Account with Staples (purchase order procurement method).

Claims: Commissioner Richards asked if the claim from Mel Welsh is different from the Mobility Management contract. Mr. Field responded that Ms. Welsh has a separate contract with ACTC for alternative transportation planning assistance and she has provided assistance with items such as the Social Service Transportation Advisory Council.

In response to a query from Commissioner Plank, Mr. Field advised that the Foothill Rideshare Program was brought to the ACTC by Renee Chapman in 2007 as a tri-county grant opportunity to promote rideshare. It has been funded with Congestion Mitigation and Air Quality (CMAQ) grant funds through a contract with ACTC.

Concerns were expressed regarding the claims submitted by Keith & Associates and LGM Construction for services associated with the door replacement at the Sutter Hill Transit Center. It was agreed that these claims should be held for clarification.

Motion: It was moved by Commissioner Plank, seconded by Commissioner Plasse, and unanimously carried to approve the revised claim list with the exception of the claims from Keith & Associates and LGM Construction for the door replacement at the Sutter Hill Transit Center.

Commissioner Plasse suggested that the Commission consider further discussions concerning the recommendations contained in the Triennial Performance Audit and implementation of said recommendations.

It was agreed that the ACTC will hold a workshop concerning the Triennial Performance Audits at 3:00 p.m. Wednesday, June 16, 2010.

Adjournment:

At 8:51 p.m. Chairman Baldwin adjourned the meeting to 3:00 p.m., Wednesday, June 16, 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.