

**AMADOR COUNTY TRANSPORTATION COMMISSION  
MINUTES  
January 19, 2017 – 9:00 a.m.**

The Amador County Transportation Commission (ACTC) met at the Amador County Transportation Commission Offices, 117 Valley View Way, Sutter Creek, California on the above date, and the following proceedings were had, to wit:

**Present on Roll Call:**

Brian Oneto, Chairman  
Jon Colburn, Vice Chairman  
Dominic Atlan  
Richard Forster  
Tim Murphy  
Dave Richards

**Also Present:**

John Gedney, ACTC Executive Director  
Patricia Maggie Amarant, Amador Transit General Manager  
Allison Platt, ACTC Transportation Planner  
Nancy Champlin, ACTC Administrative Secretary  
Michele Demetras, Office of Rural Planning, Caltrans District 10

Chairman Murphy opened the meeting.

**AGENDA:**

**Motion:** It was moved by Commissioner Richards, seconded by Commissioner Colburn, and unanimously carried to approve the Agenda as presented.

**ELECTION OF OFFICERS:**

**Motion:** It was moved by Commissioner Richards, seconded by Commissioner Atlan, and unanimously carried to elect Brian Oneto as Chairman for 2017.

**Motion:** It was moved by Commissioner Forster, seconded by Chairman Oneto, and unanimously carried to elect Jon Colburn as Vice Chairman for 2017.

The gavel was passed to Chairman Oneto.

**PUBLIC MATTERS NOT ON THE AGENDA:** Commissioner Forster spoke at a rally for transportation funding in Sacramento at the Convention Center sponsored by the League of California Cities. There may be a fracture in the coalition for transportation due to possible tax increases. The California State Association of Counties (CSAC) and the League of California Cities will still support either Senator Beall's or Assemblyman Frazier's legislation for a tax increase to help with improving road conditions.

**CLOSED SESSION:**

At 9:15 a.m. the Chairman called for a closed session as noticed for Conference with Legal Counsel (Government Code §54956.9). At 10:50 a.m. the Chairman resumed the regular session of ACTC and reported that direction was given to staff.

**CONSENT AGENDA:**

Commissioner Atlan abstained from items #1 (December 15, 2016 ACTC minutes) and #4 (December 8, 2016 ACTC TAC minutes) as he was not in attendance.

Commissioner Colburn asked about the Amerigas claim and Mr. Gedney advised that the issue is being addressed and should have a positive resolution.

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Richards, and carried to approve Consent Agenda items 1 and 4.

Ayes: Oneto, Colburn, Forster, Murphy, Richards  
Noes: None  
Abstain: Atlan

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Richards, and unanimously carried to approve Consent Agenda items 2, 3, and 5.

**REGULAR AGENDA:**

**Electric Vehicle Readiness Planning Grant:** Ms. Platt reviewed her staff report. Commissioner Forster asked for clarification between the agenda item of electrical vehicles and the letter referring to zero emission vehicles. Ms. Platt said that the original scope of work was for electrical vehicles only and the scope now includes zero emission vehicles which also includes hydrogen vehicles as well as others. Part of the task in the scope is to analyze the market for current zero emission vehicles to better understand where to place electric vehicle charging stations and zero emission infrastructure. Commissioner Forster commented on the long charging time and Ms. Platt noted that there are developments with super chargers that would only take one hour. She added that it is easier to use electric cars in Southern California than in Northern California. There are several charging stations in Amador County including some at the wineries. The market has been growing and the State has declared that they would like to increase the number of electric vehicles to 1.5 million by 2025. Charges for the use of a charging station varies.

Commissioner Colburn questioned if the vehicles were applicable to a public works agency and Ms. Platt replied that there have been some innovations in the past few years with a 200 mile driving range. This scope would analyze how electric vehicles would function in the mountain counties. Chairman Oneto asked about matching funds and Ms. Platt replied there are no requirements for matching funds for this grant which is being provided by the California Energy Commission. Commissioner Murphy commented that this is a planning grant and what is implemented will be determined by the process. Commissioner Colburn also asked if there would be much ACTC staff time needed and Commissioner Forster asked who would be the contact person for meetings. Ms. Platt responded that Tuolumne

County is taking the lead and it has not required much of her staff time. She would be willing to attend meetings and represent ACTC. Ms. Platt will correct ACTC's name in the letter.

**Motion:** It was moved by Commissioner Colburn, seconded by Commissioner Forster, and unanimously carried to move forward as recommended by staff with a Letter of Commitment to join TCTC's Central Sierra Zero Emission Vehicle Readiness Plan application and authorize the Chairman to submit the letter with modifications to ACTC's name.

**Change Meeting Date:** Commissioner Forster commented that he met with former Chairman Murphy and Mr. Gedney and requested consideration of changing the meeting date to the first Thursday of the month. Commissioner Murphy pointed out that data from Amador Transit would be a month late. Chairman Oneto noted there may be a conflict with another meeting.

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Forster, and unanimously carried to move the standard meeting for Amador Transit and Amador County Transportation Commission to the first Thursday of the month at 9:00 a.m. contingent upon Commissioners availability.

**Draft Fiscal Audit for ACTC and Amador Transit:** Mr. Gedney reviewed his staff report. Commissioner Atlan asked if the Gold Rush Ranch item could be brought back to a future meeting. Mr. Gedney noted that the most current Regional Traffic Mitigation Fee (RTMF) Annual Report has been distributed to the cities and the County to be reviewed at the local jurisdictions. They are being asked to appoint a representative to the RTMF committee. An RTMF meeting is being anticipated for March or April. Commissioner Atlan expressed that ACTC should be repaid the \$1.5 million for a condition of this development project and it should not depend on whether or not a development goes ahead. Commissioner Murphy commented that he believes there is a separate agreement from the development agreement that called for Gold Rush Ranch to reimburse ACTC for the costs of the project (Bowers Drive realignment) if it was done before their development needed the project. Commissioner Colburn asked if the RTMF meeting could be held in the evening and Mr. Gedney replied that once the representatives have been appointed he will work with their calendars.

Commissioner Murphy asked about the status of Amador Transit's internal control issue with accounting. Mr. Gedney noted that is an ongoing discussion and he recently met with ACTC's CPA Cathy Castillo. There have been suggestions of overlapping ACTC staff work to help Amador Transit with grant reimbursement invoicing and capital vehicle replacement. Ms. Castillo commented that now that Ms. Amarant is the General Manager, ways are being explored so that the accounting function and internal controls remain strong. Ms. Castillo believes that Amador Transit needs to replace the accounting functions that Ms. Amarant was performing before she became the General Manager. Ms. Castillo requested that the Management Letter from the auditor ask ACTC to address this issue.

Commissioner Murphy commented that regardless of this deficiency, the auditor did not find major problems in the current audit. While there is an opportunity to improve, there is a difference of opinion on this issue between the auditor and Ms. Castillo and both opinions are respected. Commissioner Murphy would like to look at how responsibilities may be shared between ACTC and AT staff. Ms. Castillo commented that Amador Transit's accounting functions for this last audit and prior years have been in good order and have been properly maintained with Ms. Amarant in the accounting position.

Ms. Amarant thanked Ms. Castillo for her comments and suggestions. Ms. Amarant commented that Balancing the Books has been performing the bank reconciliation and when the reports are received she does the review. AT also has a set procedure for coding invoices. There will be a learning curve with staff performing more of the duties. There is currently no open office space for another employee. The new operations supervisor that was recently hired is now overseeing the driver, training, and schedule duties that Ms. Amarant and the Mobility Manager had been overseeing.

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Richards, and unanimously carried to accept the 15/16 Fiscal Audit for ACTC and Amador Transit with a commitment to continue to address the internal controls issue as an agenda item for the next couple of months until the Commission is satisfied with the accounting process.

**Amador Countywide Pedestrian Bicycle Plan:** Ms. Platt reviewed her staff report and gave a presentation of the public outreach survey. Commissioner Richards would like to see more promotion of SR 88 for bicycling. Ms. Platt commented that Amador County and the City of Plymouth have been contacted recently regarding a national bicycling route that is being planned across the nation. The route would go through Amador County on SR 88 and then over to Shake Ridge and Fiddletown Road. The ad hoc committee is working to identify a better route than using Fiddletown Road. Chairman Oneto commented on the narrow roads in the county and the need for safety. Commissioner Forster noted that a lot of the roads do not have room to add shoulders nor is there funding. He would also like the committee to look at signage for bicyclists to ride single file. Commissioner Murphy commented that it was a good report with a good job of outreach. He added that one of the slides referenced the reasons why people walk/ride in Amador County which is different from Caltrans' promotion of alternative modes of transportation and complete streets to get people out of their cars. Amador County's walkers and bicyclists are more recreationists. Ms. Platt commented that the difference is typically between urban and rural areas. Commissioner Murphy would also like signage for bicyclists to be cautious.

Ms. Platt commented that the committee has been realistic about the lack of funding to implement projects and are focusing on low cost strategies, signage, wayfinding, etc. Commissioner Richards noted that the commuter category should include airplanes as there are 3 people who fly daily to the Bay Area.

Maureen Funk, Committee Co-Chair, commented that the committee does not want to take away from the work done 10 years ago on the pedestrian/bicycle study. They are looking at what progress has been made with those projects and how to educate walkers/bicyclists to be road-wise. She has enjoyed working with Ms. Platt.

Commissioner Colburn commented on bicyclists who ride through Plymouth and the wine country in addition to major clubs that would camp at the fairgrounds. He is concerned about what liabilities would be associated with designating an official bicycle route due to the unsafe nature of the roads. Commissioner Colburn asked if the majority of bicyclists were outside of Amador County and Ms. Platt replied that many riders come from Stockton and Sacramento bicycle clubs. She added that most the contacts on the email distribution list are Amador County residents.

Carolyn Fregulia, Amador County Recreation Agency Executive Director and Committee Co-Chair, has noticed that many of the projects the committee is looking at have to do with schools, cities, and walking safety for children. The emphasis from the committee will be on safety.

Gary Reinoehl, Upcountry resident, disagrees that our roads aren't safe for bicycles. Yes, there are no shoulders, but when he rides he finds them safe. The traffic volume and conflicts with cars are low. He agrees there are discourteous bicyclists and discourteous drivers. This is an education opportunity. He has attended many ad hoc committee meetings and they do make the distinction between transportation and recreation. He thinks the survey does represent our aging population with many people walking for physical fitness. He believes we can share the road.

Brenda Walker, Committee Member, walks as often as she can in Pine Grove on the side of the highway. She wanted to share how dangerous it is to walk in Pine Grove and gave an example of people walking to the market using a wheelchair and walker. She believes in giving the County the tools to write grants to make roads accessible for areas that have services. The Pine Grove Civic Improvement Club did apply for a grant to get walkers to school. There is a need in this growing County. Plans for the future should include sidewalks.

**FY 16/17 Overall Work Program (OWP)/Budget Mid-Year Adjustment:** Mr. Gedney reviewed his staff report.

**Motion:** It was moved by Commissioner Forster, seconded by Commissioner Richards, and unanimously carried to approve the staff recommendations for proposed mid-year adjustments to the fiscal year 16/17 ACTC Overall Work Program and Budget.

**Draft 17/18 Overall Work Program (OWP) and Budget:** Mr. Gedney reviewed his staff report. Commissioner Richards asked if we have contacted El Dorado County regarding use of Latrobe Road. Mr. Gedney replied that Caltrans District 3 is planning on relinquishing SR 16 to Sacramento County and there is expected to be increased congestion. Latrobe is being looked at as an alternative route to U.S. Route 50 and travel to El Dorado Hills. It is a high priority to determine improvements. Chairman Oneto commented that the County has made improvements to the road recently. Ms. Platt commented that she briefly spoke with the El Dorado County Transportation Commission Executive Director yesterday at the California Transportation Commission meeting. Mr. Gedney added that Latrobe Road is an ongoing discussion point in our negotiations with relinquishment of SR 16.

Commissioner Atlan commented that the statement referring to the decline in lone's population is misleading. It is due to Mule Creek prison overcrowding and when the State remedied the situation it appeared the population declined. The number of inmates at the institution should be subtracted from the population in lone. It is a misleading number with regards to businesses. He also expressed concerns on the increase of employee health insurance shown on the 16/17 budget. Chairman Oneto commented that the County's health care costs have increased and that ACTC has reduced that budget item in 17/18. Commissioner Forster commented that Publications and Legal Notices (52400) on the Consent Agenda was 182% and that budget item may need to be increased. Commissioner Murphy noted that salaries and benefits for ACTC are down from the 16/17 to 17/18.

Commissioner Murphy asked if there was anything in the text that had been significantly changed. Mr. Gedney replied that the OWP language is relatively consistent with last year's but has been updated to the current year. The sections have been changed to address Caltrans' emphasis on regional planning efforts. Caltrans likes to see a discussion of the organization and planning approach.

**Motion:** It was moved by Commissioner Murphy, seconded by Commissioner Forster, and unanimously carried to approve the draft Fiscal Year 2017/18 Overall Work Program and draft Fiscal Year 2017/18 ACTC budget as submitted.

**ACTC Commissioner Reports:** Chairman Oneto commented that the roads are starting to have issues this winter and will probably be worse in the spring. We may want to discuss a self-help sales tax increment at a future meeting.

**ACTC Reports:** Mr. Gedney reported that the Unmet Transit Needs "Reasonable to Meet" analysis will be brought before the Commission as soon as possible and in time for jurisdictions to prepare their budgets. He added that there have been discussions on the sales tax measure with ACTC's Technical Advisory Committee (TAC) at their last meeting. The TAC is going to start looking at the local needs from the Pavement Management reports to see if the cities and County had priority projects that needed new revenue for pavement.

Mr. Gedney also reported that there is a meeting tomorrow with the Caltrans District 10 Director and the other four mountain county Regional Transportation Planning Agency (RTPA) representatives. He will thank the Director for helping with the Plymouth roundabout project in becoming fully funded. It is hoped that by the end of this month formal authorization will be received to proceed to construction. Caltrans District 10 has been responsive to the County's needs as far as pavement projects in Jackson and Upcountry in the last construction cycle. There is still the issue of the SR 16/SR 49 merge sign and Mr. Gedney will discuss this with the District Director regarding another safety investigation in regards to sight distance problems. There is also the ongoing issue in Pine Grove with the pedestrian crossing. Mr. Gedney advised that there was a request from the City of Jackson regarding the Vista overlook lighting. A battery replacement is needed and they have asked if ACTC can contribute any funding. An environmental enhancement grant was used to fund the installation of the Vista point, but there does not appear to be a funding source identified for ongoing maintenance. Caltrans may not be willing to provide the maintenance. The City of Jackson will obtain a bid for the cost.

**Caltrans Report by Michele Demetras:**

- New Mile Marker magazines are available.
- Traffic Safety Office advised that safety data from the California Highway Patrol (CHP) is only available up to the end of 2014. They are working with the CHP to try and get better access to data that is more current. Safety Engineers checked for investigations performed at the Mel's Diner crosswalk location and there were none. Commissioner Richards offered to help Ms. Demetras obtain pictures of a pedestrian accident that recently occurred at that crosswalk. Caltrans will keep that location under observation.
- Ms. Demetras will also bring back to Caltrans the issue of the merge sign and sight distance on SR 16/SR 49 in addition to Mr. Gedney's discussion with the District Director.
- Commissioner Colburn asked about Caltrans' policies regarding installment of crosswalks. Caltrans took out sidewalks in Plymouth across SR 49 because they gave pedestrians a false

sense of security. There are school children who have to walk across the highway with no crosswalk. Ms. Demetras commented that Caltrans uses the Manual on Uniform Traffic Control Devices (MUTCD) and the Highway Design Manual Edition 6 which is followed for criteria to add or take away devices on State facilities. These references are available to the public. Mr. Gedney added a formal request for a specific location can include suggestions on what might be a good resolution to a perceived problem. Commissioner Colburn will talk with the Plymouth City Council on how they would like to proceed.

- Pictures were distributed that had been taken by Caltrans District 10 Director showing some of the effects of the atmospheric river storm throughout the State.
- The Caltrans Pine Grove area superintendent said that this time of year the major issues are the wintertime activities such as chain controls, icy roads, avalanche control, etc. This year there have been small to medium rock slides at the lower elevations.
- Commissioner Atlan commented that outside of lone on SR 124 near the carwash is an open ditch that floods into neighboring houses during heavy rains.
- Commissioner Atlan also commented on the Amador City/Sutter Creek Bypass speed limit of 55 mph and asked that it be speed tested with consideration of raising the speed limit except where near the cities. Commissioner Murphy commented that Sutter lone Road at the Bypass was identified as a risk because of the high school traffic. Infrastructure has been put under the highway for a future warning light for bus traffic and vehicle traffic to and from the school. Commissioner Colburn also commented on the amount of speeding tickets that are given out along the bypass.
- Commissioner Forster commented that the signal at Lower Ridge Road and SR 88 going westbound went through the cycle twice before allowing traffic to proceed.
- Chairman Oneto commented on a live oak tree on SR 49 approximately ½ mile south of Drytown on the east side of the road that is leaning. If it falls it could block part of SR 49.
- Dan Epperson wanted to thank ACTC and Mr. Brusatori for fixing the passing lane on lone Road. He also thanked Caltrans for work on the lone Bridge project. He will also be discussing welcome signs with Caltrans for the City of lone.

**Adjournment:**

At 12:20 p.m. the Chairman adjourned the meeting until 9:00 a.m. Thursday, February 2, 2017, at the Amador County Transportation Commission Offices, 117 Valley View Way, Sutter Creek, California.

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 Brian Oneto, Chairman  
 Amador County Transportation Commission

ATTEST:

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 Recording Secretary

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