

AMADOR COUNTY TRANSPORTATION COMMISSION (ACTC)

Thursday, July 5, 2018 - 9:00 a.m.

Amador County Transportation Commission - 117 Valley View Way, Sutter Creek, California

AGENDA

Please Note: All Commission meetings are tape recorded. Anyone who wishes to address the Commission must speak from the podium and should print their name on the Meeting Speaker list, which is located on the podium.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the Amador County Transportation Commission staff at (209) 267-2282 or (209) 267-1930 (fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Assisted hearing devices are available for public use during all public meetings.

Meeting materials are available for public review at ACTC, 117 Valley View Way, Sutter Creek, California.

Agenda: Approval of agenda for this date; any and all off-agenda items must be approved by the Commission (pursuant to Government Code Section 54954.2).

Public Matters Not on the Agenda: Discussion items only, no action to be taken. Any persons may address the Commission at this time upon any subject within the jurisdiction of the Amador County Transportation Commission (ACTC); however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Commission meeting. Please note - there is a five (5) minute limit per topic.

Consent Agenda: NOTE: Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and possible action and made a part of the regular agenda at the request of a commission member(s).

1. Approve Minutes of June 7, 2018, ACTC regular meeting
2. Expenditures Budget vs. Actual

Regular Agenda:

3. **Approve Monthly Claims List**
4. **ACTC Commissioner Reports:** Verbal reports, if any
5. **Caltrans Report:** Brief discussion regarding current Caltrans' activities or concerns (verbal report, no action expected)
6. **Future Agenda Items**
7. **Adjournment**

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**AMADOR COUNTY TRANSPORTATION COMMISSION
MINUTES
June 7, 2018 – 9:57 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
Richard Forster
Dominic Atlan
John Plasse

Absent:

Tim Murphy, Vice Chairman (out of town)

Also Present:

John Gedney, ACTC Executive Director
Nancy Champlin, ACTC Administrative Secretary
Patricia Maggie Amarant, AT General Manager
Michele Demetras, Office of Rural Planning, Caltrans District 10
Gregoria Ponce, Chief, Office of Rural Planning, Caltrans District 10

AGENDA:

Motion: It was moved by Commissioner Forster, seconded by Commissioner Plasse, and carried to approve the Agenda as presented.

Ayes: Oneto, Plasse, Colburn, Forster, Atlan
Noes: None
Absent: Murphy

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA:

Letter from Caltrans dated April 26, 2018: Commissioner Plasse asked if the reason for the letter was to re-route vehicles due to the Sutter Creek bridge project. Mr. Gedney responded that was part of the reason, but it was also due to an ongoing issue with traffic at the high school. There have been discussions with Caltrans regarding a temporary changeable message sign. Commissioner Forster commented that he believes there will be major issues at that intersection in the future because of speed and vehicles turning to go to Sutter Creek.

2015 U.S. EPA Ozone Standard: Commissioner Plasse commented that Amador County was in attainment and then the Federal EPA changed the minimum requirement from 0.75 particulate matter to 0.70 particulate matter. He noted that Amador County did not have worsening air quality conditions, the change in the standards put Amador County back into non-attainment.

Ione Bypass Alternative Study: Commissioner Forster asked about the process for the study and Commissioner Atlan replied that the project will go to the Ione Planning Commission before it goes back to the Ione City Council.

Motion: It was moved by Commissioner Plasse, seconded by Commissioner Forster, and carried to approve the Consent Agenda as discussed.

Ayes: Oneto, Plasse, Colburn, Forster, Atlan
 Noes: None
 Absent: Murphy

REGULAR AGENDA:

Regional Surface Transportation Program for Fiscal Year 2018/19: Mr. Gedney reviewed his staff report. He noted that the funding needs to be allocated and if it is programmed to the local jurisdictions, they will need to include their amount in their budgets. The eligibility requirements list how the funding may be used.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Atlan, and carried to approve the allocation of \$513,007 in Regional Surface Transportation Program (RSTP) funds to Amador County and the incorporated cities by a formula previously established for distribution of excess Local Transportation Funds (LTF).

Ayes: Oneto, Plasse, Colburn, Forster, Atlan
 Noes: None
 Absent: Murphy

Supplemental Income 457 Plan: Mr. Gedney reviewed his staff report. Commissioner Atlan requested that the resolution state that any amendments to the Plan do not change the “no cost to employer” status. Commissioner Plasse commented that most plans are not administered by CalPERS, but with an investment house that works with the employees. Mr. Gedney noted that a couple of other plans were investigated but had higher fees for the employees. He added that staff was comfortable with this plan and it is voluntary on their part.

Motion: It was moved by Commissioner Atlan, seconded by Commissioner Plasse, and carried to approve implementation of a voluntary, CalPERS administered Supplemental Income 457 Plan as an additional ACTC employee benefit and to modify the resolution by adding that any amendments to the Plan do not change the “no cost to employer” status of the Plan and that ACTC has the right to cancel this Plan and move it to another carrier if any costs to ACTC are to be incurred.

Ayes: Oneto, Plasse, Colburn, Forster, Atlan

Noes: None
Absent: Murphy

State Route 16 Relinquishments: Mr. Gedney reviewed his staff report. Commissioner Colburn commented that ACTC has received no response from anyone including the State Senate or Assembly in regards to cooperation or mitigation. He feels the impact will be immense to Amador County's tourist industry in addition to the impact for local residents driving to Sacramento for medical appointments. He also believes there are weak spots in the environmental documents.

Commissioner Forster would like a timeline that explains when we started and that Amador County was left out of the process which shows the egregious errors that were created from the beginning. This will help to educate Andreas Borgeas, a Fresno County Supervisor running for State Senate. He would like to set up a meeting with Supervisor Borgeas and have a professional packet developed including maps that would explain our concerns. Included in the packet should be the testimony from Mr. Michael Penrose.

Public comment was received from Larry Rhoades, who asked if this issue had been brought before the California Transportation Commission (CTC). Commissioner Plasse noted that it hasn't been to a full hearing because Sacramento County postponed their relinquishment request. Commissioner Colburn noted that one of the CTC Commissioners attended the Plymouth roundabout ribbon cutting.

Systemic Safety Analysis Report Update: Mr. Gedney reviewed his staff report and gave an updated slide presentation. Mr. Gedney noted that the jurisdictions will decide if there are projects they want to submit for a Highway Safety Improvement Program (HSIP) grant. The next step is to continue to refine the projects and cost/benefit ratios. The consultants are available to help the jurisdictions with a limited number of HSIP applications.

Motion: It was moved by Commissioner Plasse, seconded by Commissioner Forster, and carried to approve staff recommendation to forward recommendations of the Systemic Safety Analysis Report to local jurisdictions.

Ayes: Oneto, Plasse, Colburn, Forster, Atlan
Noes: None
Absent: Murphy

Claims:

Motion: It was moved by Commissioner Plasse, seconded by Commissioner Atlan, and carried to approve the revised claims.

Ayes: Oneto, Plasse, Colburn, Forster, Atlan
Noes: None
Absent: Murphy

ACTC Commissioner Reports:

Commissioner Forster commented that the County CAO and County Counsel will be meeting with a small group of people in the Buena Vista corridor Friday to speak to the people most impacted by the

heavy truck traffic. There will also be a meeting on July 2 at 6:00 pm in the Supervisors' chamber to give more information about the issues involved with the building of the new casino. The Supervisors are also negotiating mitigation measures including Regional Traffic Mitigation Fees (RTMF) with the Tribe.

Chairman Oneto noted that the County has started work on a project in conjunction with the City of Plymouth at the Fiddletown/Shenandoah intersection. It is estimated the work will take two months.

ACTC Reports:

- Mr. Gedney introduced Gregoria Ponce, Caltrans District 10's new liaison, who is replacing Carl Baker who retired.
- ACTC staff was unsuccessful in the partnership attempt with Caltrans on the ADA sidewalk project in Jackson. Caltrans will continue with the project with an estimated completion date of 2021/2022. There will be new curb ramps at the bridge approaches and a new sidewalk between Broadway and SR 88 (next to the real estate office).
- The RTMF MOU will be distributed to local jurisdictions.
- ACTC has hired a new intern through the Sustainable Transportation Planning Grant. Felicia Bridges has been working closely with Amador Transit for the last three weeks. She is enrolled in online classes through the University of Phoenix.

Caltrans Report by Michele Demetras and Gregoria Ponce:

- Ms. Demetras is in the process of talking with Caltrans staff regarding the SR 49/Drytown pavement section that has been added to over the years. There is a project planned for that area and maintenance will grind that area down. She will continue to monitor.
- The SR 49/Sutter lone Road intersection safety study will take 3-4 months. Ms. Demetras is working with the safety engineer on interim solutions.
- Ms. Demetras turned over the rest of Caltrans' report to Gregoria Ponce who is the new Chief of the Office of Rural Planning, District 10. She has a background in planning, Intergovernmental Review, land use, and has worked in the Governor' office in addition to working with the other Caltrans Districts.
- Ms. Ponce thanked Ms. Demetras for the job she has been doing in addressing the Commissioners and answering their questions.
- She added that she will be looking for other ways to better communicate with the Commissioners.
- Ms. Ponce and Mr. Gedney have had meetings to discuss the grants that were recently awarded to ACTC.
- District 10 recently started developing an Active Transportation Plan (ATP) and they will be reaching out to all of the counties in District 10 to help with developing a functional district level ATP.

Commissioner Colburn expressed his disappointment in communications between Districts 3 and 10 on the SR 16 relinquishment issue. He also commented on the SR 49/16 intersection and the merge/yield issue. Mr. Gedney reviewed the issue for Ms. Ponce. He noted that there was a field visit with Caltrans. They might do a pilot to see if the signs could be switched. Ms. Ponce will follow up.

Commissioner Plasse commented about Caltrans' ADA project in Jackson and that it seems to be a sidewalk to nowhere. Mr. Gedney updated Ms. Ponce that this is a safety project that was

implemented by Caltrans. Ms. Ponce will also follow up with the purpose and need for a sidewalk at that location.

Commissioner Atlan commented on the speed limits not being adhered to on SR 124 into lone from Plymouth and asked if it would be possible for some type of sign notifying drivers they are approaching a residential area. He added that on Main Street, asphalt had been put over the gutters, and some businesses are being flooded. In addition, the intersection at SR 124/Shakeley Lane and Preston Ave. has considerable congestion at certain times of day, especially when the prison shift ends. Ms. Ponce will follow up on these issues.

Chairman Oneto asked if Caltrans has responsibility for resurfacing 200' onto a county roadway from a State road that has been resurfaced, in this instance SR 124/Willow Creek Road. Ms. Ponce will follow up.

Future Agenda Items:

- SR 16 Relinquishment (August)

Closed Session:

At 11:20 a.m. the Chairman called for a closed session as noticed for Conference with Labor Negotiators Pursuant to Government Code Section 54957.6 - ACTC Negotiator: John Gedney Executive Director. At 11:45 a.m. the Chairman resumed the regular session of ACTC and reported that direction was given to staff.

Adjournment:

At 11:46 a.m. the Chairman adjourned the meeting until 9:00 a.m. Thursday, July 5, 2018, at the Amador County Transportation Commission Offices, 117 Valley View Way, Sutter Creek, California.

Brian Oneto, Chairman
Amador County Transportation Commission

ATTEST:

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

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Amador County Transportation Commission
Expenditures Budget vs. Actual
7/1/2017 Through 6/30/2018 (Year to Date 100.00%)

	<u>Jul '17 - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
50001 · Payroll & Benefits				
50100 · Salaries & Wages				
Intern	1,280.00	50,462.00	-49,182.00	2.5%
50100 · Salaries & Wages - Other	323,584.19	340,000.00	-16,415.81	95.2%
Total 50100 · Salaries & Wages	324,864.19	390,462.00	-65,597.81	83.2%
50113 · Vacation Payoff	0.00	0.00	0.00	0.0%
50300 · Retirement (CAL PERS)	34,557.23	41,385.00	-6,827.77	83.5%
50310 · Fica	4,683.34	5,200.00	-516.66	90.1%
50400 · Employee Group Insurance	90,112.56	95,000.00	-4,887.44	94.9%
50420 · Disability Insurance	0.00	0.00	0.00	0.0%
50500 · Worker's Compensation Ins.	2,137.19	3,000.00	-862.81	71.2%
50600 · Unemployment Insurance	0.00	2,000.00	-2,000.00	0.0%
50001 · Payroll & Benefits - Other	0.00	0.00	0.00	0.0%
Total 50001 · Payroll & Benefits	456,354.51	537,047.00	-80,692.49	85.0%
51200 · Communications				
51201 · Internet	2,380.62	2,532.00	-151.38	94.0%
51202 · Phone	2,917.17	4,028.00	-1,110.83	72.4%
51203 · Teleconference	235.01	240.00	-4.99	97.9%
51200 · Communications - Other	0.00	0.00	0.00	0.0%
Total 51200 · Communications	5,532.80	6,800.00	-1,267.20	81.4%
51400 · Household Expenses				
51401 · Household AT	30.78	50.00	-19.22	61.6%
51402 · Household ACTC	147.72	450.00	-302.28	32.8%
51400 · Household Expenses - Other	0.00	0.00	0.00	0.0%
Total 51400 · Household Expenses	178.50	500.00	-321.50	35.7%
51500 · Insurance & Bonds				
51501 · ACTC Liability Ins.	1,224.91	1,395.00	-170.09	87.8%
51502 · ACTC Property Ins.	1,073.00	1,100.00	-27.00	97.5%
51503 · Amador Transit Liability Ins.	2,858.12	4,055.00	-1,196.88	70.5%
51504 · Amador Transit Property Ins.	545.00	950.00	-405.00	57.4%
51500 · Insurance & Bonds - Other	0.00	0.00	0.00	0.0%
Total 51500 · Insurance & Bonds	5,701.03	7,500.00	-1,798.97	76.0%
51600 · Late Fee	35.00			
51700 · Maintenance - Equipment	6,554.81	10,000.00	-3,445.19	65.5%
51800 · Maintenance - Building				
51801 · ACTC	2,113.04	2,250.00	-136.96	93.9%
51802 · Amador Transit	805.00	2,250.00	-1,445.00	35.8%
51800 · Maintenance - Building - Other	0.00	0.00	0.00	0.0%
Total 51800 · Maintenance - Building	2,918.04	4,500.00	-1,581.96	64.8%
52000 · Memberships	1,500.00	2,000.00	-500.00	75.0%
52200 · Office Expense				
52203 · Bank & QB Fees	111.50	200.00	-88.50	55.8%
52201 · Software Expense	400.00	1,000.00	-600.00	40.0%
52202 · ESRI Software	2,077.50	18,000.00	-15,922.50	11.5%
52200 · Office Expense - Other	1,847.15	4,200.00	-2,352.85	44.0%
Total 52200 · Office Expense	4,436.15	23,400.00	-18,963.85	19.0%
52211 · G.S.A. Cost Allocation	0.00	0.00	0.00	0.0%
52300 · Professional/Specialized Svc.				
52312 · Mark Thomas	30,322.10	62,147.00	-31,824.90	48.8%
52301 · Audit of ACTC	17,700.00	19,000.00	-1,300.00	93.2%
52302 · Audit of Amador Transit	8,300.00	13,000.00	-4,700.00	63.8%
52303 · Caliper Corp. Consultant	1,200.00	10,000.00	-8,800.00	12.0%
52304 · CPA Consultant	3,000.00	7,000.00	-4,000.00	42.9%

Amador County Transportation Commission
Expenditures Budget vs. Actual
7/1/2017 Through 6/30/2018 (Year to Date 100.00%)

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
52306 · Green Dot Consultant	19,037.50	30,000.00	-10,962.50	63.5%
52307 · Legal	5,440.67	25,000.00	-19,559.33	21.8%
52308 · Omni-Means Consultant	0.00	15,000.00	-15,000.00	0.0%
52309 · Robert Naylor Consultant	1,880.00	5,000.00	-3,120.00	37.6%
52311 · Kimley-Horn	3,273.36	15,000.00	-11,726.64	21.8%
52300 · Professional/Specialized Svc. - Other	0.00	4,964.00	-4,964.00	0.0%
Total 52300 · Professional/Specialized Svc.	90,153.63	206,111.00	-115,957.37	43.7%
52315 · ACTC Meetings	6,024.99	7,800.00	-1,775.01	77.2%
52316 · Mileage Reim.	458.93	600.00	-141.07	76.5%
52321 · Auditor's Services	0.00	3,000.00	-3,000.00	0.0%
52332 · Janitorial Services				
52333 · ACTC	2,200.00	2,800.00	-600.00	78.6%
52334 · Amador Transit	540.00	1,700.00	-1,160.00	31.8%
52332 · Janitorial Services - Other	0.00	0.00	0.00	0.0%
Total 52332 · Janitorial Services	2,740.00	4,500.00	-1,760.00	60.9%
52400 · Publications & Legal Notices	3,424.38	2,650.00	774.38	129.2%
52500 · Rents/Leases - Equipment	5,528.71	5,760.00	-231.29	96.0%
52800 · Special Dept Exp	500.81	12,050.00	-11,549.19	4.2%
52804 · Spec Dept-Fire/Sec Monitoring	1,654.43	2,200.00	-545.57	75.2%
52910 · Other Meetings & Conv	0.00	5,500.00	-5,500.00	0.0%
53000 · Utilities				
53001 · Garbage - Amador Transit	57.27	75.00	-17.73	76.4%
53002 · Garbage - ACTC	437.16	625.00	-187.84	69.9%
53003 · PG&E - Amador Transit	1,151.92	4,200.00	-3,048.08	27.4%
53004 · PG&E - ACTC	5,336.90	8,000.00	-2,663.10	66.7%
53005 · Propane	1,216.22	2,000.00	-783.78	60.8%
53006 · Sewer	726.84	800.00	-73.16	90.9%
53007 · Water	557.36	650.00	-92.64	85.7%
53000 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 53000 · Utilities	9,483.67	16,350.00	-6,866.33	58.0%
56110 · Maintenance/Replacement Fund				
56111 · ACTC	6,987.35	15,000.00	-8,012.65	46.6%
56110 · Maintenance/Replacement Fund - O...	0.00	0.00	0.00	0.0%
Total 56110 · Maintenance/Replacement Fund	6,987.35	15,000.00	-8,012.65	46.6%
56200 · Asset Purchases	1,276.86	3,000.00	-1,723.14	42.6%
Total Expense	611,444.60	876,268.00	-264,823.40	69.8%
Net Ordinary Income	-611,444.60	-876,268.00	264,823.40	69.8%
Net Income	-611,444.60	-876,268.00	264,823.40	69.8%

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Amador County Transportation Commission

Claims List (Payables)

June 1 through July 5, 2018

06/27/18
Accrual Basis

	Jun 1 - Jul 5, 18
Ordinary Income/Expense	
Expense	
50001 · Payroll & Benefits	
50100 · Salaries & Wages	
Intern	1,280.00
50100 · Salaries & Wages - Other	24,149.90
Total 50100 · Salaries & Wages	25,429.90
50300 · Retirement (CAL PERS)	2,106.29
50310 · Fica	368.63
50400 · Employee Group Insurance	6,133.12
50500 · Worker's Compensation Ins.	533.00
Total 50001 · Payroll & Benefits	34,570.94
51200 · Communications	
51202 · Phone	265.88
51203 · Teleconference	20.07
Total 51200 · Communications	285.95
51500 · Insurance & Bonds	
51502 · ACTC Property Ins.	1,646.00
Total 51500 · Insurance & Bonds	1,646.00
51700 · Maintenance - Equipment	86.50
52200 · Office Expense	
52203 · Bank & QB Fees	8.00
52200 · Office Expense - Other	177.53
Total 52200 · Office Expense	185.53
52300 · Professional/Specialized Svc.	
52312 · Mark Thomas	-9,736.65
Total 52300 · Professional/Specialized Svc.	-9,736.65
52315 · ACTC Meetings	500.00
52400 · Publications & Legal Notices	466.36
52500 · Rents/Leases - Equipment	405.10
52804 · Spec Dept-Fire/Sec Monitoring	328.65
53000 · Utilities	
53002 · Garbage - ACTC	36.18
53006 · Sewer	60.57
53007 · Water	47.46
Total 53000 · Utilities	144.21
Total Expense	28,882.59
Net Ordinary Income	-28,882.59
Other Income/Expense	
Other Expense	
54000 · Fund/Agency Transfers (In) Out	
54400 · RSTP Savings	462,545.00
Total 54000 · Fund/Agency Transfers (In) Out	462,545.00
Total Other Expense	462,545.00
Net Other Income	-462,545.00
Net Income	-491,427.59