

AMADOR COUNTY TRANSPORTATION COMMISSION

MINUTES

May 7, 2020 –9:06 a.m.

The Amador County Transportation Commission (ACTC) met via Zoom Conferencing on the above date, and the following proceedings were had, to wit:

Present on Roll Call:

Brian Oneto, Chairman
Dominic Atlan, Vice Chairman
Keith Sweet
Richard Forster
John Plasse

Absent

Jon Colburn

Also Present:

John Gedney, Executive Director, ACTC
Felicia Bridges, Administrative Secretary, ACTC
Patricia Maggie Amarant, General Manager, Amador Transit
Gregoria Ponce, Office Chief, Caltrans District 10
Dan McElhinney, Director, Caltrans District 10

PLEDGE OF ALLEGIANCE

AGENDA:

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

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

PUBLIC MATTERS NOT ON THE AGENDA: None

Commissioners agreed to move Item # 15 Caltrans Report to be heard first to accommodate Mr. McElhinney's time.

Caltrans Report by Dan McElhinney: Mr. McElhinney reviewed a letter from Caltrans District 10 regarding various updates for the County. He noted that speeds have increased statewide and the California Highway Patrol (CHP) is seeing citations double for speeds in excess of 100 MPH during this time. He expressed his concern for safety on the roadways and for Caltrans workers along those roadways.

Chairman Oneto extended appreciation for the update and asked Mr. McElhinney about Caltrans performing crack sealing on SR 49. He stated it looked good but he noticed they had two people doing traffic control, one person in the pilot car, and three people performing the crack sealing work, and suggested it may be more beneficial to have two trucks performing the crack sealing versus the one. Mr. McElhinney responded he would look into how many trucks are used.

Commissioner Plasse expressed his gratitude for Mr. McElhinney's efficient response to a particular area in lone along SR 104, and he hoped to see that kind of efficiency maintained in the future.

Commissioner Forster stated he is unsatisfied with the SR 88/104 intersection improvement project report from Caltrans. He argued that something needs to be done soon due to the danger at that intersection, and installing signage will not solve the problem. Mr. McElhinney responded he was able to receive funding to perform the scoping document in an expedited manner and expects to have it for review soon. He noted he would keep this item a priority and continue conversations with Mr. Gedney.

CONSENT AGENDA: Commissioner Sweet asked, regarding item 4- Third Quarter Expenditures, what the requirements are for spending the Pedestrian/Bicycle funds, and asked if the jurisdictions know that funding is available. Mr. Gedney replied in the past a "Call for Projects" has taken place for funds, as well as adhoc requests for funds. Commissioner Sweet suggested a reminder go out to the jurisdictions. Mr. Gedney replied that through the Technical Advisory Committee (TAC) the jurisdictions are provided the information, and he stated a reminder will be provided at the next TAC meeting.

Commissioner Sweet stated \$65,000 was awarded to the city of Jackson in 2015 and appears to have not been spent yet. Mr. Gedney replied yes, a request for reimbursement has not been made.

Commissioner Forster asked to have item #7-State Route 88/104 Intersection Improvement Project pulled for discussion. He stated he is not satisfied with the report provided by Caltrans. Mr. Gedney stated there was an immense amount of work put into the report provided by Mr. McElhinney and Caltrans, which the full 91-page document is available at the ACTC website, however the issue comes down to the funding for the project not available. Mr. Gedney continued that a possible way to move this project along could be utilizing our own funds for the next phase (PA&ED) at \$920,000, we could advance that now. He noted that some of the funding could be utilized from the Highway Infrastructure Program (HIP) funds and the Congestion Mitigation and Air Quality (CMAQ) Program funds that were swapped with MTC for Region Surface Transportation Program (RSTP) funds. Commissioner Forster clarified that this is a State Highway Project so Caltrans would be the ones performing the work. Mr. Gedney replied yes. However, it will be looked at as improvements needed based on development in the area. Commissioner Forster asked if this project would qualify under the Highway Safety Improvement Program (HSIP). Mr. Gedney replied yes, that is an option for a funding source but the County would have to apply.

Commissioner Plasse agreed applying for the HSIP funding would be the best avenue as this has happened in the past, where ACTC has used local money to fund projects for State highways and then not had the funding for local roads.

Vice Chairman Atlan asked to have a reduction of the speed limit to 45 MPH along SR 88 in that area looked into. Ms. Ponce replied she would take the consideration of a speed drop back to the team for review.

Chairman Oneto suggested communication with the County regarding the HSIP. He asked to have this item brought back for further discussion with the accident data for the last ten years.

Mr. Gedney expressed his appreciation for Ms. Engel's work as provided in item #8- Geographic Information System (GIS) Update. Ms. Engel reviewed her participation in mapping related to the COVID-19 pandemic and surge capacity, however she noted she was given permission to share some slides to the board but those maps are not available to disperse to the public at this time.

Chairman Oneto extended his appreciation for Ms. Engel's mapping expertise.

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

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

REGULAR AGENDA:

ACTC Fiscal & Compliance Audit: Mr. Gedney reviewed his staff report. He stated the audit was performed late this year due to the rotation of a new auditor. Mr. Gedney stated Badawi and Associates was the firm hired for this year and an exit interview was conducted last week. He noted, on page 16 of the audit, an administrative savings of approximately \$49,000 this year. Last year the administrative savings was approximately \$63,000 and those funds were moved to a protected savings account. Mr. Gedney recommended moving this year's saving in the same manner.

Commissioner Plasse asked why the pension plan asset class rates of return projection are different between the ACTC audit (page 38) and AT audit (page 27), 5.98% versus 5.38%. He continued there are many inconsistencies between agencies. Mr. Gedney responded he will follow up with Mr. Badawi for clarification. Commissioner Forster asked if all employees at both agencies are under CalPERS. Ms. Amarant replied yes.

Commissioners discussed possible options regarding the CalPERS program for both agencies, including the possibility of increasing the member contribution.

Motion: It was moved by Commissioner Plasse, seconded by Commissioner Forster, and carried to approve the audit for Fiscal and Compliance received for Amador County Transportation Commission.

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

Amador Transit Fiscal & Compliance Audit: Mr. Gedney reviewed his staff report. He stated the Operating Cash Reserve Fund was reviewed further and it was noted there was a draw down in the prior two (2) years that was confirmed in this current audit. The draw down was shown on page 19 down to \$108,000. Mr. Gedney continued the farebox ratio was calculated at 10.99%, slightly above last years. He stated a discussion took place with the Finance Committee and AT General Manager regarding the draw down. It was agreed to show these figures more clearly in the budget, and Ms. Amarant will bring a possible solution for this at the June AT board meeting.

Commissioner Plasse noted it was discussed at the Finance Committee to have a resolution be included regarding reserve funds used for operating expenses.

Motion: It was moved by Commissioner Plasse, seconded by Vice Chairman Atlan, and carried to approve the audit for Fiscal and Compliance received for Amador Transit.

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

Regional Surface Transportation Program (RSTP): Mr. Gedney stated there are funds available from the Pedestrian/Bicycle and RSTP funds for adhoc distribution. He reviewed the quarterly reports in items #3 and 4 of the Consent Agenda, showing where those funds have been expended in previous years. Mr. Gedney commented the SR 88/104 intersection project could be a possible project to distribute the funding under a 'Call for Projects'.

Commissioner Sweet commented he noticed there is a difference of \$96,000 showing in the financials compared to what is shown in the bank. Mr. Gedney replied that the difference is due to funding that is obligated to projects that have not been spent yet.

Mr. Gedney suggested a 'Call for Projects' to the jurisdictions to submit a request for RSTP funds for these eligible activities by July 1st. Commissioner Plasse suggested to have it stipulated that the eligible activities recommended by the jurisdictions fall within a budgetary constraint, based on proportional population/road mile-based allocations.

Commissioners continued discussion regarding the 'Call for Projects' and an allocation amount.

Commissioners agreed to allocated \$700,000 to eligible activities.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Sweet, and carried to approve ACTC notify the jurisdictions that there is a total of \$700,000 of RSTP funds to allocate to jurisdictions, and requesting the jurisdictions specify projects that are eligible within their capped amount, and that the Commission then allocate to those projects at a proportional level based on population and road miles maintained in the jurisdictions (as done in the past with LTF funds).

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

Under Discussion, Commissioner Forster asked if there are unused funds, would it stay in the program. Commissioners agreed to have those funds stay in the program for future use.

Draft FY 2020/21 Overall Work Program (OWP) Caltrans Comments: Mr. Gedney reviewed his staff report. He stated there is a questionable area regarding the carry-over balances, in the past ACTC was under direction from headquarters to not show estimated carry-over until a reconciliation letter is received, and now there is some question that this method will be changing. Mr. Gedney continued ACTC is trying to show there is a solid document to invoice against. He asked if Ms. Ponce would provide comment.

Ms. Ponce commented she appreciated the ACTC's updates. She confirmed that in 2017 it was asked to wait for the carry-over amount, but since that time the thought has shifted, and that because it is projected it can be reflected in the OWP but it would not be reflected in the agreement until it had been incorporated. Ms. Ponce stated it looks like it is moving in the right direction and acknowledged that once the carry-over is sent, it will be amended and programmed into the funding. Mr. Gedney asked Ms. Ponce if would be acceptable to take action and approve the OWP based on the final changes. Ms. Ponce replied yes.

Motion: It was moved by Commissioner Sweet, seconded by Commissioner Forster, and carried to approve the ACTC FY 2020/21 Overall Work Program (OWP) as a final with minor modifications made in the interim.

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

ACTC Commissioner Reports: Commissioner Sweet asked Mr. Gedney what the COVID-19 impact will do the budget. Mr. Gedney replied the Local Transportation Fund (LTF) and State Transportation Assistance (STA) may be severely impacted.

Commissioner Forster stated there is a special Board of Supervisors meeting taking place today at 1:30 p.m., which is open to the public in person with social distancing or via Zoom, regarding the updated direction the County will take going into phase 2 of the re-opening process.

ACTC Report: None

Caltrans Report by Gregoria Ponce:

- Caltrans Climate Change Vulnerability Assessment is now available and online for review.
- Caltrans is receiving one of the first awards of Federal Transit Administration Funds through the Coronavirus Aid Relief and Economic Security (CARES) Act, at approximately \$95 million allocated to California. This fund is being distributed through the FTA 5311 Rural and Intercity Transit Program and grant applications are now being awarded.
- Regarding the delineators on the roadway at Sutter Creek and Rancheria Creek, the orange delineators are there because the bridge job is in winter suspension, they are temporary and will come down when the work is finished. The white delineators are a new standard.

- In regards to SR 49/16, and the rotting metal beam guardrail, Caltrans maintenance team is scheduling replacement of those.
- There is an inquiry to expand the area of work performed in the location of SR 88/Red Corral Road for the hazardous tree clearing.
- A field review was performed at SR 49/16, regarding the placement of the markers and will further review them.
- In regard to sidewalk work or projects coming up for the intersection area at SR 49/Empire St. in Plymouth, Ms. Ponce took it back for review and identified some culvert work in various locations that include that area, however nothing was identified for additional work and further updates will be provided.

Chairman Oneto asked regarding COVID-19, if the State or Caltrans is looking at the spread of the virus and the impact it will have on the transportation system with transmissibility. Ms. Ponce responded there are ongoing communication with the locals and Statewide as far as protocols. She stated she will take that item back for further information and noted there is a Corona Virus website with Caltrans and will provide that link to the Commissioners.

Approve Monthly Claims List:

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

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

Future Agenda Items:

- State Route 88/104 intersection
- Action on RSTP allocation

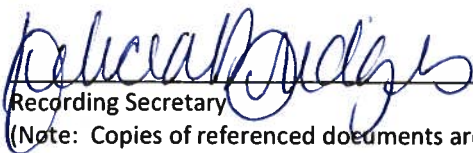
Adjournment:

At 10:56 a.m. the Chairman adjourned the meeting until 9:00 a.m. Thursday, June 4, 2020, via teleconferencing and/or 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.)