

**AMADOR COUNTY TRANSPORTATION COMMISSION
MINUTES
June 1, 2023 – 9:23 a.m.**

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

Present on Roll Call:

Patrick Crew, Chairman
Steve McLean, Vice Chairman
Susan Bragstad
Richard Forster
John Plasse

Absent:

Julia Sierk

Also Present:

John Gedney, Executive Director, ACTC
Felicia Bridges, Administrative Secretary, ACTC

AGENDA: Mr. Gedney asked to accommodate the time of Legal Counsel by moving Closed Session to 10:30 a.m. and the Regular Agenda Item #16 presentation as applicable.

Motion: It was moved by Commissioner Plasse, seconded by Vice Chairman McLean, and carried to approve the revised agenda with the time certain changes as discussed.

Ayes: Crew, McLean, Bragstad, Forster, Plasse
Noes: None
Absent: Sierk

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA (Items 1-11):

#1-4. Minutes: Commissioner Forster complimented Ms. Bridges on the minutes and noted he had no corrections. Commissioner Plasse stated he will abstain from voting on the Consent Agenda item #1-Minutes as he was not present.

#9. Brown Act-Teleconferencing requirements-2023 update: Commissioner Forster stated he appreciated the inclusion of the updated information of the Brown Act requirements. Mr. Gedney noted this was included to highlight options to conduct meetings post-COVID such as the conference call line or Zoom Conferencing. Those options are not required unless members of the board are participating by teleconference.

#10. Caltrans Correspondence Letter: Commissioner Forster asked if the investigation of the SR 49/88/Argonaut Lane has been initiated yet. Mr. Gedney replied that the response from Caltrans is recognition that they are initiating that investigation and ACTC should receive an update in late August.

Motion: It was moved by Vice Chairman McLean, seconded by Commissioner Forster, and carried to approve the Consent Agenda with the noted abstention from Commissioner Plasse on item #1-Minutes of May 4, 2023.

Ayes: Crew, McLean, Bragstad, Forster, Plasse
Noes: None
Absent: Sierk

REGULAR AGENDA:

#12. ACTC 2022 Bylaws Amendment: Mr. Gedney reviewed his staff report and attachments. He stated members of this board have attended a variety of meetings on behalf of the ACTC and staff feels the board should be compensated for time spent.

Commissioner Forster asked if personnel meetings and budget meetings are being recommended. Mr. Gedney replied yes, the stipend should be reconsidered to reflect the extra time the board spends on those tasks.

Motion: It was moved by Commissioner Plasse, seconded by Commissioner Bragstad, and carried to approve the staff recommendation to amend the ACTC Bylaws, under Section I. on page 6- Meetings, Quorums, Agendas, and Fees to revise “or” to “and” and strike “*that exceeds three hours in time including travel time*”.

Ayes: Crew, McLean, Bragstad, Plasse
Noes: Forster
Absent: Sierk

#13. FY 2023/24 ACTC Overall Work Program (OWP) and Budget Final Draft: Mr. Gedney reviewed his staff report and noted the only comments received came from Caltrans. He stated he did include Caltrans concerns regarding future fire/flood planning and policies and the enhancement of the bicycle and pedestrian facilities in the ACTC OWP narrative.

Commissioner Plasse asked if Caltrans has taken such an active role in writing and re-writing the ACTC OWP in the past as they do now, because he does not recall them providing this much input in previous years. Mr. Gedney replied there has been increasingly more of a role each year. Chairman Crew noted it seems they stop short of a mandate. Mr. Gedney stated that the OWP does represent a contract with Caltrans for reimbursement of expenditures through Rural Planning Assistance (RPA) funding in the amount of \$230,000 each year. It is Caltrans responsibility to ensure the reimbursement of those funds is justified through the review and oversight of the our OWP.

Commissioner Forster stated he agrees with Commissioner Plasse with regard to the bookkeeping and the bureaucracy being quite onerous.

Motion: It was moved by Commissioner Forster, seconded by Vice Chairman McLean, and carried to approve, by resolution, the FY 2023/24 ACTC Overall Work Program and Budget final draft.

Ayes: Crew, McLean, Bragstad, Forster, Plasse
Noes: None
Absent: Sierk

#14. 2024 Regional Transportation Plan- Policy Element: Mr. Gedney reviewed his staff report. He stated this is the first phase of the update that staff is asking for adoption. He reviewed the revision of the goals and policies

as updated at the workshops. He then reviewed a comment letter that was received from Caltrans. Mr. Gedney stated he responded to Ms. Gregoria Ponce and Mr. Paul Bauldry by asking if they could address the goals that ACTC is proposing to change. He noted specifically, that the lead agency status of a project would align with the jurisdiction where the project is located. For example, if the project is on a State highway, then Caltrans would hold lead agency status and ACTC could provide a calculated 'fair share' contribution. Mr. Gedney noted he commended the interest of Caltrans with regard to climate change, expanding pedestrian and bicycle facilities, and widening shoulders, and highlighted that much of what the SR 88/Pine Grove Improvement Project includes are those exact improvements. Mr. Gedney is hopeful the district can participate in the discussion and let ACTC know if that is a viable partnership strategy.

Mr. Gedney then stated with approval of the policy element changes, staff can then move to the next step in the RTP process. That next phase is the Action Element, which includes review and updates of the Table 5-project list. This project list has been submitted to the Technical Advisory Committee (TAC) members over the last few months. He noted the City of Amador City, City of Lone, City of Jackson, and the County are active participants in the TAC and are aware of the project list, but further outreach will need to be performed by staff to the City of Plymouth and City of Sutter Creek to assist with updating project lists for those jurisdictions. Staff has prepared the tentative timeline for this RTP update and with approval of the policy element staff can establish a timeline for the jurisdictions to complete their project list updates. Mr. Gedney stated as the SR 88/Pine Grove Improvement Project will soon be off the regional project list, the board will then have the opportunity to review other regional priority projects to apply the available regional funding toward.

Commissioner Plasse asked if the local jurisdictions have maintained their pavement management conditions program (StreetSaver). Mr. Gedney replied he believes the County does use the program and ACTC has continued to pay for the city's subscriptions of the program. He continued that as part of ACTC's next steps through the RTP process, staff would like to hold a 'user's group' where city/county representatives would be invited for continued training and application of the pavement management program as a way to implement the second goal within the policies of 'Employing Best Practices Training'.

Commissioner Forster asked if the timeline is too long. Mr. Gedney replied this timeline was created to meet the date from the last RTP update which was completed in March 2020. He noted this timeline aims to provide enough time for each element to be reviewed, to ensure the California Environmental Quality Act (CEQA) process is followed with regard to the Environmental Impact Report, and allow for the required public comment period. Commissioner Plasse asked how much time would need to be allocated to revising the Table 5- Project List to stay on the timeline target. Mr. Gedney responded as this is a tentative timeline, the end date could change to ensure enough time for the jurisdictions to complete their revisions. Mr. Gedney noted further review of Table 5 will also take place at the upcoming Regional Traffic Mitigation Fee Oversight Committee meeting which will be held on Monday June 5th.

Motion: It was moved by Commissioner Forster, seconded by Commissioner Plasse, and carried to approve the 2024 Regional Transportation Plan Policy Element and the tentative timeline as presented by staff.

Ayes: Crew, McLean, Bragstad, Forster, Plasse
Noes: None
Absent: Sierk

#15. Transportation Funding Discussion: Mr. Gedney reviewed his staff report and attachments. He highlighted Commissioner Bragstad, on behalf of Amador City, is working towards a sales tax measure for the June 2024 election.

Commissioner Forster noted the sales tax measure will not entirely solve the problem, but it is a big step in the right direction. Mr. Gedney stated implementing a sales tax measure coupled with a good effort utilizing the Pavement Management Program could not only be an effective way to maintain this process but could also show the citizens of Amador County what the cities and county are spending that funding on. Commissioner Forster commented there would need to be a strong effort to get this measure to pass. Commissioner Plasse noted people are tired of paying additional taxes. Mr. Gedney stated there are other options available such as more efficient work management strategies and multi-jurisdiction contracts to complete similar work in various areas of the County.

Commissioner Plasse stated, regarding agencies running more efficiently, he recently noted a complaint with the County due to the road crew performing snow removal tasks at Silver Lake, of which there is too much snow there to address at this time and the resort will not be opening in the near future. He noted there was an ordinance passed years ago that plowing upcountry roads was not a time specific function but rather as weather permits.

Commissioner Crew stated implementing a 'sunset' for the measure may make the measure more palatable to the voters as well as providing more education about the measure. Commissioner Forster noted this measure almost passed in the last attempt made years ago. Commissioner Crew asked if there is a committee formed for the sales tax measure. Mr. Gedney replied there was a committee formed in 2019 that included members of the Board of Supervisors and the jurisdictions but the pandemic took place and all efforts were suspended.

Mr. Gedney noted Supervisor Axe asked if the County and cities should work together or individually due to the annual \$200,000 incentive.

Mr. Gedney recommended reconvening the sales tax measure meeting to determine the interest level among the cities in moving forward.

Commissioners agreed to have the Board of Supervisors take the lead on this and organize a workshop to determine the level of interest from all jurisdictions and the County. Commissioners directed Mr. Gedney to contact the Amador County Board Clerk to put this item on an upcoming Board of Supervisors agenda.

#16. On-Demand Fixed Route Presentation: Mr. Gedney stated he would like to table this item due to a time scheduling conflict and audio issues with the conference room equipment.

#17. Claims: Commissioner Forster asked what legal expenses were incurred in May. Mr. Gedney replied ACTC legal counsel prepared a tolling agreement between ACTC and the Amador County Unified School District, which removes the statute of limitations that was set to expire this month.

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

Ayes: Crew, McLean, Bragstad, Forster, Plasse
Noes: None
Absent: Sierk

#18. ACTC Commissioner Reports: Commissioner Plasse noted he has taken notice of the litter abatement programs that Caltrans has been implementing and asked where Caltrans stands regarding roadside memorial crosses and additional items placed at those sites. He continued he understands it is a highly emotional topic but commented these monuments along the highways should be maintained as all other items are.

Commissioners took a break at 10:25 a.m. Commissioners returned from break at 10:30 a.m.

Closed Session: At 10:30 a.m. Chairman Crew called for a Closed Session as noticed: Conference with Legal Counsel-Regarding initiation of litigation pursuant to paragraph (4) of subdivision (d) of section 54956.9. At 10:57 a.m. the Chairman adjourned the closed session of ACTC and returned to the Regular Agenda.

#19. ACTC Reports: Mr. Gedney stated the ACTC personnel committee met and recommended a reclassification of Ms. Bridges position. She is currently the Administrative Secretary but has been working out of class performing planning/analyst work; as such staff recommended reclassifying her position to Administrative Analyst with a promotional step in the salary scale.

Mr. Gedney stated staff reached out to Ron Reagan, as he assisted in the construction of the ACTC building and had a recent discussion with Larry White, building inspector, regarding the issues with the conference room wall that include rain water damage and windows that were installed upside down. Mr. Reagan has provided a proposal that may resolve the issue. The proposal includes installing a "Vodaland" home trench drain channel system to prevent water from seeping into the room in the future. Commissioner Forster asked if this falls under ACTC's warranty, specifically the windows since they were installed incorrectly. Mr. Gedney replied he will look into the window details further.

#20. Caltrans Report with Gregoria Ponce, Office Chief of Rural Planning, Caltrans District 10:

- Ms. Ponce stated the request for consideration with regard to SR 124/Preston Avenue/Shakeley Lane, there is a Project Initiation Document programmed in the State Highway Operation and Protection Program to look at the existing conditions and review what can be done at that location.
- Ms. Ponce also noted there are funding opportunities available that will be forwarded to ACTC staff.

#21. Future Agenda Items:

- On Demand Fixed Route Presentation
- Annual Unmet Transit Needs Report
- SR 88/Pine Grove Improvement Project- status update

#22. Adjournment: At 11:03 a.m. the Chairman adjourned the regular meeting until 9:00 a.m. Thursday, July 6, 2023, at 117 Valley View Way Sutter Creek, CA 95685.



Patrick Crew, Chairman
Amador County Transportation Commission

ATTEST:



Recording Clerk

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