

**MINUTES OF A REGULAR MEETING OF THE CALAVERAS COUNCIL OF GOVERNMENTS  
COUNTY OF CALAVERAS, STATE OF CALIFORNIA  
September 3, 2008**

**Council Members Present:** Gregg Baxter – Chair, Jack Lynch – Vice-Chair, Lee Seaton, Merita Callaway, Bob Leitzell, Tom Tryon, and Jon Ellis  
**Council Members Absent:** None  
**Alternates Present:** None  
**Staff Present:** Tim McSorley – Executive Director  
Melissa Eads – Administrative Analyst  
Tyler Summersett – Transportation Planner  
Elle Runyan – Clerical Assistant

Regular Meeting was called to order at 6:31 p.m. by Chair Gregg Baxter.

**CORRECTIONS AND CLARIFICATIONS TO THE AGENDA**

- None

**CONSENT AGENDA**

1. Minutes of July 2, 2008 Regular Meeting
2. Correspondence  
*Approval of the Consent Agenda:*  
*Moved: Callaway      Second: Lynch      Approved: 7-0-0*

**REGULAR AGENDA**

3. PUBLIC COMMENTS
  - Gary Caldwell, member of the public, was glad to see the Council taking a more pro-active role in land use discussions as they affect transportation. Caldwell read CCOG comments in the local news regarding Director McSorley's comments at public sessions on how landuse decisions can impact transportation. He would like the CCOG to take a more active role in decisions that have an impact on transportation facilities in the county.
  - Mr. Caldwell suggested laying out major arterials, then at the time that decisions are made affecting those arterials, dedications can be made which will then preserve those rights of way.
4. TABLED AGENDA ITEM – WITHDRAWN FROM CONSIDERATION  
AB 3021 – this bill has been significantly amended and no longer affects our rural region.
5. CALTRANS REPORT
  - Dan Brewer, Caltrans District 10, shared some information concerning the aggregate resources within the state of California - limitations and environmental impacts. This aggregate is used in many construction projects. Their study shows we have 74 billion tons of resources but only 5.3 billion have been permitted. At the rate of using 177 million tons per year, this supply will be exhausted in 30 years. Caltrans is not promoting quarrying activities and any such projects will undergo the standard review.
  - Brewer reported that work on the Tom Bell Road is in progress.
  - Robert Pachinger, Public Works, stated that a letter was sent to Jack Kautz from Caltrans which gave him a deadline of September 8<sup>th</sup>. Kautz was contacted last week and a schedule was provided.
  - Brewer reported that there was a reduction in incline at the Moran Road intersection.

- Council Member Callaway thanked Caltrans for the light installation (at Hwy 4 and Avery Sheep Ranch/Avery Hotel Roads) on behalf of the Avery Community. Callaway also gave accolades to the work crew involved at the Post Office, for keeping traffic moving smoothly during the project.
- Council Member Callaway expressed concern about the sand to be used on the Hwy 4 corridor during the winter months. Mr. Brewer will confirm that the “new” sand will continue to be used.

6. STATE HIGHWAY PROJECTS

a. SR4 Angels Camp Bypass

- Director McSorley stated that he would add to Scott Maas’ Bypass report later this meeting.

b. Wagon Trail

- McSorley invited the CCOG to the Wagon Trail Kick-Off Meeting to be held on September 12<sup>th</sup> in the Cheseborough Room at the Calaveras County Library from 9:00 a.m. – 12:45 p.m.

c. TE Projects

- Cosgrove Creek Bikeway project has some ongoing right-of-way issues and we may recommend that we substitute a project up in Arnold. (Cowell Creek Bikeway project) More details next month.
- Council Member Lynch is concerned about the length of time it’s taking to complete the Angel’s Camp Sidewalk project. Director McSorley explained that cooperative agreements can take a considerable amount of time.

**Action:** *Director McSorley will research the status of the Angels Camp Sidewalk project.*

- Council Member Leitzell inquired about the Mokelumne Hill Town Hall project. Director McSorley stated that the environmental work was being donated by Julie Costello as part of the match. He will get more details and report back.

**Action:** *Director McSorley will report on the status of the Mokelumne Hill Town Hall project.*

d. 2008 STIP

- No further comment.

7. CALAVERAS TRANSIT 2006/2007 ANNUAL FINANCIAL AUDIT

- Director McSorley stated that the final audit was received and it determined the farebox recovery ratio was less than the required 10% for FY 2006/2007 (9.3%). We don’t want to focus on the results, but what the plan is to address the issue. We’ll look at routes, schedules and efficiency.
- Council Member Leitzell would hate to see route reduction.
- Council Member Tryon asked Public Works to give us the farebox recovery ratio when calculated without the Bear Valley run.
- Jamie Azarvand, Public Works, stated that the auditor did allow Bear Valley in the farebox calculations but she would compute that calculation for him.

**Action:** *Jamie Azarvand will calculate the farebox recovery ratio without including Bear Valley revenue.*

- Council Member Seaton agrees that as a Special Service, the Bear Valley run should be included in the farebox calculation. He was concerned about the bookkeeping concerning the \$5,000 donation by the City of Angels. Ms. Azarvand explained that these numbers matched the State Controller report.

**Action:** *Jamie Azarvand will research what category the City of Angels’ donation was placed in.*

- Council Member Seaton wondered if we needed the CCOG to supplement the service to create a Win/Win situation.
- Ms. Azarvand explained to Council Member Ellis that according to the rules established by the TDA, bus service to the Fair was considered a charter – a 3<sup>rd</sup> party paying for bus service.
- Ms. Azarvand reiterated that Public Works would work together with CCOG to develop ideas to increase the farebox recovery ratio.
- Council Member Lynch was concerned that it took one year for the auditor to perform this audit.
- Ms. Azarvand answered that Public Works was actively taking steps to move the process to December completion. She explained that the auditor did not receive 2006/2007 information from the County in a timely manner.
- Chair Baxter asked if the audit numbers matched the internal numbers.

- Ms. Azarvand explained that they report on cash limit, while the audit is done on an accrual basis. Since we are subject to penalties if we don't meet the 10% ratio requirement, we are working with the auditors to compile a full operational analysis for next month's meeting.
- Mary Boblet, member of the public, speaking on behalf of the Visitor's Bureau of Calaveras County. A fascinating outcome of the recent Economic Summit was desire to help establish a tourism-focused mass transportation system for weekends. In response to the Branding Session at Utica Park, what are the impacts of bringing in a large number of people – driving their own vehicles. She would like the City of Angels to please consider mass transit in moving people from shopping to recreation within the County.
- Ms. Boblet suggested that the CCOG and County should facilitate new ways to increase farebox ratio, bring new ideas and services from other Counties, and the County should create an economic development agency.
- Joyce Techel, member of MyValleySprings.com, explained that transit is a large part of the Community Plan and the General Plan update. With the recreational areas, the senior community and a lot of children, we really need the bus service in Valley Springs.
- Gary Caldwell, member of the public, agreed that receiving the audit so late didn't allow any chance to make changes to correct any inadequacies. He asked who contracts with the auditor.
- Director McSorley answered that the CCOG contracts with the auditor.
- Council Member Lynch stated that we had assumed we were in compliance all this time.
- Council Member Ellis explained that we should not rely on the audit to identify things to change. We need Quarterly reports to address the issues in a timely manner and keep out of a penalty situation.
- Council Member Tryon suggested that we manage by routes – just delete the ones with poor return on the dollar.
- Council Member Seaton reminded us that this is a service to transit dependent persons, it's not in competition with charters or intending to supplant private vehicles. We need to support this state-mandated system and he hears we are making commitments to manage the transit provider in a timely manner.
- Mary Boblet, member of the public, mentioned that many individuals found the bus service indispensable during these difficult economic times. Students at Columbia were grateful to have the bus service to continue their schooling. This transit service is a necessity and as leaders of the County we should make decisions contributing to the quality of life for our older citizens and students.
- Council Member Tryon feels that we should be able to raise rates to meet our 10% or reduce routes to manage the ratio.
- Chair Baxter agreed with Council Member Ellis in awaiting the reports from Public Works to make informed decisions regarding our transit issues.

8. RESOLUTION ADOPTING SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
PROPERTY & LIABILITY PROGRAM – ACTION

- Melissa Eads, Administrative Analyst, explained the benefits to this liability insurance choice. This contract is for a three (3) year period. Increases are typically 15% per year, but we are locked in for each contracted period.

*Motion to Adopt this program:*

*Moved: Lynch*

*Second: Leitzell*

*Approved: 7-0-0*

9. RESOLUTION APPROVING FINAL MOU II BETWEEN TRI-COUNTY PARTNERSHIP – ACTION

- Director McSorley explained that this amended MOU evolved from adjustments in our project list.
- Dennis Cardoza, Alpine County, thanked Director McSorley and Charles Field (Amador County) for their work in negotiating with Caltrans on behalf of the Tri-County Partnership.

*Motion to Adopt this Resolution:*

*Moved: Ellis                      Second: Seaton                      Approved: 7-0-0*

a. RESOLUTION ACKNOWLEDGING COLLABORATIVE EFFORTS OF TRI-COUNTY PARTNERSHIP – ACTION

- Director McSorley expressed our gratitude to Dennis Cardoza (Alpine County) and Charles Field (Amador County) for their dedication to the success of the Tri-County effort.

*Motion to Adopt this Resolution:*

*Moved: Leitzell                      Second: Seaton                      Approved: 7-0-0*

10. MINUTE ORDER AUTHORIZING EXECUTIVE DIRECTOR TO SIGN CONTRACT WITH MILLER, OWEN & TROST – ACTION

- To Council Member Leitzell’s question, Director McSorley acknowledged it was the same counsel used by ACTC.
- Chair Baxter asked if this would completely replace County Counsel. Director McSorley answered in the affirmative.
- Gary Caldwell, member of the public, suggested we amend the contract to also have out of town travel approved by the Director. Also we should budget more than \$10,000 for this item. As regards to hourly rates, when were they last adjusted?
- Director McSorley emphasized this wasn’t in response to a cost comparison to County Counsel, but a choice as necessitated as being a separate agency.

**Action: Director McSorley will amend the contract as stated above.**

*Motion to Adopt this Minute Order:*

*Moved: Seaton                      Second: Lynch                      Approved: 7-0-0*

11. STRATEGIC PLANNING PROCESS - DISCUSSION

- Director McSorley brought forth an outline of the elements for developing a strategic plan developed by staff. He is looking for direction as to whether to pursue this avenue.
- Council Member Ellis agrees with Mr. Caldwell’s comments with our intervention in projects affecting transportation and would like to see CCOG develop into an agency like CCWD. It would be independent and this body should look at the long term picture and participate actively as we move forward. We should be able to answer questions of developers and work at mitigating potential projects.
- Council Member Tryon believes the CCOG should not be decision-makers for developers, but just make recommendations.
- After a discussion of this matter, Director McSorley explained we were getting down to details. But this exchange has identified an important issue, what is the CCOG’s goal and what should we be doing? We need to better define our OWP and determine how to best spend our resources.
- Chair Baxter offered the Administrative Committee to meet with Tim and be a “sounding board” prior to next month’s meeting.
- Council Member Lynch stated that we have an obligation to have dialog with the Executive Director and we should give him the opportunity to express his thoughts.
- Council Member Seaton agrees with the Strategic Planning Process and would like to see an actual proposal from a local person who can facilitate a planning process.
- Council Member Ellis added this facilitator should have transportation knowledge.
- Gary Caldwell, member of the public, asked who comprised the Administrative Committee.
- Chair Baxter answered that the members are: Jack Lynch, Tom Tryon and himself. He looks forward to seeing this item next meeting with more definition.

12. ANNOUNCEMENT OF NEW PUBLIC MEMBER RECRUITMENT FOR CALENDAR YEARS 2009-2011

- Director McSorley announced the retirement of Bob Leitzell and thanked him for his outstanding job serving on the CCOG. We will have the enrollment information on our website to be filled in by any interested parties. Packets will also be available at the CCOG office.
- Council Member Lynch suggested public news releases on the recruitment, not just a legal notice to attract more attention.

13. STAFF REPORTS

a. Director McSorley:

Project Development Team meetings were held on the Angels Camp Bypass and Pool Station Intersection.

- Angels Camp Bypass – Caltrans is ahead of schedule but hasn't acknowledged it yet.
- CMIA funds - we will provide a Quarterly report to Caltrans. There are some potential funding issues – they may go away, since we're ahead of schedule on the Bypass project.
- Pool Station Road is scheduled for RTL (Ready To List) in December 2009. Work to reconfigure the intersection will then begin Spring 2010.
- Supplemental Document: Written Testimony of Mr. Will Kempton Director of Caltrans provided feedback to the Federal Government on authorizing a new federal highway bill. We're pleased with the outcome, since Caltrans listened to us rural and metropolitan folks statewide.
- Senate Bill 1732 – clarifies Brown Act issues. Our new counsel has prepared a Brown Act Training Packet for new Council members.
- Senate Bill 375 – no longer applies to rural RTPA's
- Senate Bill 732 – allocating money from Prop. 84 for loans in revising general plans; both bills are on the Governor's desk.
- Council Member Lynch asked when the Angel Camp Access project would start up again. Director McSorley answered that this and many other projects are on hold until the Budget is approved.

b. Summersett:

- The San Andreas Mobility Plan immersion week has been moved to Oct15 – 18<sup>th</sup>. Marketing strategy is in place for events that week.
- The Arnold Mobility Plan changes were incorporated and delivered to the Fire Station in Arnold and the libraries in Arnold and San Andreas.
- Unmet Transit Needs Findings Report – submitted to Caltrans, was approved and accepted. The one finding was to extend a mid day service route from San Andreas to Rail Road Flat will be incorporated next year.
- Four grant projects for the Ebbetts Pass National Scenic Byway are moving along.
- CPTP – Coordinated Public Transit Plan – if approved, will allow 4 more bus shelters.
- Foothill Rideshare Week – Oct 6-10. Outreach activities (essay contest, raffles, display booths, etc.) are planned around our Rideshare theme.
- The Arnold Plan is separated on our website. We can provide a CD with this information

14. CITY REPORT

- Council Member Seaton passed out a flyer inviting all to attend a Smart Growth Conference October 9 & 10.

15. COUNCIL REPORT

- No Report

16. MEETING ADJOURNED  
Meeting adjourned by Chair Baxter at 8:29 p.m.

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Gregg Baxter, Chair  
Calaveras Council of Governments

ATTEST:

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Elle Runyan, Recording Secretary  
Calaveras Council of Governments