



LOCAL TRANSPORTATION COMMISSION
COUNTY OF ALPINE, STATE OF CALIFORNIA
REGULAR MEETING

AGENDA

TUESDAY, APRIL 3, 2018 11:00 AM

Meeting to be held at County Administration Building, 99 Water Street, Markleeville CA.

1. CALL TO ORDER

2. ORAL COMMUNICATIONS - GENERAL PUBLIC COMMENT

This portion of the meeting is an opportunity for members of the public to address the Local Transportation Commission on subjects relating to county business. No action can be taken on matters not listed on the agenda.

3. CONSENT AGENDA

These matters are expected to be routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately. Prior to approval of the consent agenda the chair will announce that comments or questions will be taken from members of the public, staff or the Board on consent agenda items when the comment does not necessitate the item being removed for separate action..

3.1. Request approval of regular meeting minutes of 12/05/2017. – County Clerk

3.2. Request re-appointing Social Services Transportation Advisory Committee (SSTAC) member representing a potential transit user from Washoe Tribe Shandra Morgan to SSTAC member representing a local social service provider for seniors for the unexpired term of 07-01-2016 to 06-30-2019. – Community Development Director

3.3. Request approval to change Social Service Transportation Advisory Council Roster eliminating the representative of a potential transit user who is 18 years or younger and the representative of a potential transit user from the Washoe Tribe. – Community Development Director

3.4. Request approval to appoint Jessica Bennett as a representative of local service provider for persons of limited means to the Social Services Transportation Advisory Council for the unexpired term of 07/01/2016 - 06/30/2019. – Community Development Director

4. UNFINISHED BUSINESS - None.

5. NEW BUSINESS - None.

6. PUBLIC HEARINGS / PUBLIC MEETING - None.

7. ADJOURNMENT

The Board will adjourn to the next regular meeting at Alpine County Government Center, 99 Water Street, Markleeville, California.

Teola L. Tremayne, County Clerk and ex officio
Clerk of the Local Transportation Commission
By: Stephanie Fong, Assistant County Clerk

AGENDA TRANSMITTAL



TO: Local Transportation Commission

FROM: Teola Tremayne, County Clerk

DATE OF MEETING: April 3, 2018

PREPARED BY: Stephanie Fong, Asst. County Clerk

TITLE: Request approval of regular meeting minutes of 12/05/2017.

SUMMARY:

RECOMMENDED ACTION:

ISSUE STATEMENT AND DISCUSSION:

FISCAL IMPACT:

- 1) Budgeted Current Fiscal Year
- 2) Total Anticipated Cost Current Year
- 3) Total Anticipated Cost Annual Year

(Not Applicable)
\$0.00
\$0.00
\$0.00

SOURCE

Unanticipated \$0.00
 Revenue From \$0.00
 Contingency \$0.00
 Other:

FUNDING SOURCE:

INSTRUCTIONS TO CLERK:

Local Transportation Commission

County of Apline
P.O. Box 158
Markleeville, CA 96120

Phone: 530-694-2281
FAX: 530-694-2491

MINUTES December 5, 2017

**Unapproved:
Subject to Correction**

1. CALL TO ORDER

Chair Terry Woodrow called the Regular Meeting to order at 11:12 AM with Supervisors Donald Jardine, Ron Hames, Katherine Rakow, Terry Woodrow, and David Griffith present.

2. ORAL COMMUNICATIONS - GENERAL PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

Matters that are routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.

MOTION Jardine / SECOND Griffith approving consent agenda as follows:

**AYES: Commissioners Donald M. Jardine, Ron Hames, Katherine Rakow, Terry Woodrow, and David Griffith;
MOTION CARRIED.**

3.1. Regular meeting minutes of 6/6/2017.

3.2. **Contract No. LTC2017-08** adopting the Caltrans Consultant Procedure Manual for use when hiring Architectural and Engineering Consultant for transportation projects.

3.3. **Resolution No. LTC2017-09** authorizing Title VI Compliance Plan for Public Transit System.

4. UNFINISHED BUSINESS - None.

5. NEW BUSINESS

5.1. Request adoption of a resolution for the 2018 Regional Transportation Improvement Program (RTIP) for the 2018 State Transportation Improvement Program (STIP). - Community Development Director

Alpine County Local Transportation Planner Scott Maas reported that Regional Transportation Improvement Program (RTIP) for the State Transportation Improvement Program (STIP) program review and update was required every two years; the Plan would be for 2018-2023. Maas reported that funding requested would be for matching funds for the Hot Springs Road Bridge and Hot Springs Road reconstruction projects. Maas reported that the projects were \$1,276,000 underfunded; future STIP funding to cover costs would need to be borrowed.

In response to Commissioner Griffith's question regarding how the "165 daily vehicle miles traveled" was derived, Maas reported that the 2015 Transportation Regional Plan was prepared by Green DOT Transportation Solutions; the vehicle miles traveled information in the Plan was garnered from the Census Bureau, using state averages. Maas reported that information in the Transportation Regional Plan and RTIP needed to match.

Attachment: Unapproved LTC Minutes 12-05-2017 (LTC minutes)

In response to Commissioner Hames' question regarding Phase I boundaries, Maas reported that Phase I boundaries were Laramie Street to Pleasant Valley Road, .8 miles. In response to Commissioner Hames' question regarding increasing Phase I to the Markleeville Water Company water line, Maas reported that more STIP funding would be required for the additional .2 miles. Maas reported that Federal Land Access Program (FLAP) may be an option for funding for the additional .2 miles to the water line.

In response to Chair Woodrow's question regarding how many years of STIP funding would be borrowed to cover funding shortage, Maas reported that it would be approximately two STIP cycles; STIP was reliant on the economy; Senate Bill 1 (SB1) funding may help stabilize STIP.

MOTION Jardine / SECOND Griffith adopting Resolution No. LTC2017-10 for the 2018 Regional Transportation Improvement Program (RTIP) for the 2018 State Transportation Improvement Program (STIP).

AYES: Commissioners Donald M. Jardine, Ron Hames, Katherine Rakow, Terry Woodrow, and David Griffith;

MOTION CARRIED.

- 5.2. **Request adoption of a resolution approving fiscal year 2017/18 Overall Work Program Amendment #1 and authorizing the Executive Secretary to sign the Overall Work Program Agreement and other required documents.** - Community Development Director

Alpine County Local Transportation Planner Scott Maas reported that carry over funding was added in the amount of \$31,375. Maas reported that the amended proposal was to use \$25,000 for Tri-County Systemic Safety Analysis Report Program; the Program was in collaboration with Amador and Calaveras counties, accident data would be gathered and reviewed for areas where improvements were needed in the counties.

MOTION Griffith / SECOND Jardine adopting Resolution No. LTC2017-11 approving fiscal year 2017/18 Overall Work Program Amendment #1 and authorizing the Executive Secretary to sign the Overall Work Program Agreement and other required documents.

AYES: Commissioners Donald M. Jardine, Ron Hames, Katherine Rakow, Terry Woodrow, and David Griffith;

MOTION CARRIED.

- 6. **PUBLIC HEARINGS / PUBLIC MEETING** - None.

- 7. **ADJOURNMENT**

The Board adjourned to the next regular meeting at the County Administrative Office Building, Markleeville, California.

Terry Woodrow, Chair, Board of Supervisors
County of Alpine, State of California

Attachment: Unapproved LTC Minutes 12-05-2017 (LTC minutes)

ATTEST:

Teola L. Tremayne, County Clerk & ex officio
Clerk of the Board of Supervisors
By: Stephanie Fong, Assistant County Clerk

***A complete audio recording of this meeting is available on the County website*
www.alpinecountyca.gov**

Attachment: Unapproved LTC Minutes 12-05-2017 (LTC minutes)

AGENDA TRANSMITTAL



TO: Local Transportation Commission

FROM: Brian Peters, Community Development Director

DATE OF MEETING: April 3, 2018

PREPARED BY: Scott Maas, Alpine County Transportation Planner

TITLE: Request re-appointing Social Services Transportation Advisory Committee (SSTAC) member representing a potential transit user from Washoe Tribe Shandra Morgan to SSTAC member representing a local social service provider for seniors for the unexpired term of 07-01-2016 to 06-30-2019.

SUMMARY: At the Transportation Commission's April 4, 2017 meeting Shandra Morgan was appointed to the Social Services Transportation Advisory Council (SSTAC) as a representative of a potential transit user from Washoe Tribe. If the Transportation Commission eliminates this position from the roster, Shandra Morgan will need to be appointed to one of the remaining SSTAC positions. It is recommended that Shandra Morgan be appointed as a representative of a local social service provider for seniors. Shandra would still be able to represent potential transit user from Washoe Tribe in the new position.

RECOMMENDED ACTION: Re-appoint Social Services Transportation Advisory Committee member representing a potential transit user from Washoe Tribe Shandra Morgan to Social Services Transportation Advisory Committee member representing a local social service provider for seniors for the unexpired term of 07-01-2016 to 06-30-2019.

ISSUE STATEMENT AND DISCUSSION: Transportation Commission staff has recommended the elimination of the SSTAC position representing potential transit user from Washoe Tribe as well as eliminating the SSTAC position representing potential transit user who is 18 years or younger so it would be easier for SSTAC to have quorum with the remaining seven positions. If the Transportation Commission agrees to eliminate the SSTAC position representing a potential transit user from Washoe Tribe, then Shandra Morgan would need to be appointed to a different SSTAC position. Shandra Morgan currently works as Program Coordinator for the Washoe Native TANF Program. It is recommended Shandra be appointed to the SSTAC position representing local social service provider for seniors

FISCAL IMPACT:

- | | |
|----------------------------------------|------------------------------------------------------|
| 1) Budgeted Current Fiscal Year | <input checked="" type="checkbox"/> (Not Applicable) |
| 2) Total Anticipated Cost Current Year | <u>\$0.00</u> |
| 3) Total Anticipated Cost Annual Year | <u>\$0.00</u> |

SOURCE

- | | |
|---------------------------------------------------|---------------|
| <input type="checkbox"/> Unanticipated | <u>\$0.00</u> |
| <input type="checkbox"/> Revenue From Contingency | <u>\$0.00</u> |
| Other: | |

FUNDING SOURCE: None.

INSTRUCTIONS TO CLERK: Please send Minute Order to Community Development Director.

AGENDA TRANSMITTAL



TO: Local Transportation Commission

FROM: Brian Peters, Community Development Director

DATE OF MEETING: April 3, 2018

PREPARED BY: Scott Maas, Alpine County Transportation Planner

TITLE: Request approval to change Social Service Transportation Advisory Council Roster eliminating the representative of a potential transit user who is 18 years or younger and the representative of a potential transit user from the Washoe Tribe.

SUMMARY: There are currently nine positions on the Social Services Transportation Advisory Council (SSTAC). Seven of the positions are required by State law. Two of the positions were created by the Local Transportation Commission in the past. Staff is recommending that the two positions created by the Local Transportation Commission be eliminated so it is easier manage the Committee and only 4 members will be required for a quorum

RECOMMENDED ACTION: Approve changes to the Social Service Transportation Advisory Council Roster, eliminating the representative of a potential transit user who is 18 years or younger and the representative of a potential transit user from the Washoe Tribe.

ISSUE STATEMENT AND DISCUSSION: It has been difficult to fill SSTAC positions for many years. The current roster of the SSTAC is attached. Note that Renae Lynch is no longer a member. There are currently only 4 active SSTAC members. If there are a total of 9 SSTAC positions as there is now and only 4 members show up, then there is not a quorum to conduct business. If there are only 7 SSTAC positions and 4 members show up, then SSTAC has a quorum and can legally conduct business and make recommendations to the Transportation Commission. The representatives for the potential transit user who is 18 years or younger and the potential transit user from the Washoe Tribe can still be represented in one of the other State required SSTAC positions through the appointments that the Board may make in the future (i.e. an individual member can represent more than one group or constituency).

FISCAL IMPACT:

1) Budgeted Current Fiscal Year	<input checked="" type="checkbox"/> (Not Applicable)	SOURCE	
2) Total Anticipated Cost Current Year	<u>\$0.00</u>	<input type="checkbox"/> Unanticipated	<u>\$0.00</u>
3) Total Anticipated Cost Annual Year	<u>\$0.00</u>	<input type="checkbox"/> Revenue From Contingency	<u>\$0.00</u>
		Other:	

FUNDING SOURCE: None.

INSTRUCTIONS TO CLERK: Request Minute Order sent to Community Development Director.

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

**ROSTER
2017**

Three-year terms.

Filled by appointment of the Local Transportation Commission.

The purpose of the advisory council is to identify the County's unmet transit needs through public input from a broad representation of service providers and public members representing the elderly, the handicapped, and persons of limited means.

MEMBER	REPRESENTING	TERM
Susan (Tink) Miller	Potential transit user, 60 yrs. or older	07-01-2016 - 06-30-2019
VACANT	Potential transit user, handicapped	07-01-2016 - 06-30-2019
VACANT	Rep. local social service provider for seniors	07-01-2016 - 06-30-2019
Debbie Burkett	Rep. local social service provider for seniors	07-01-2017 - 06-30-2020
VACANT	Rep. local social service provider for handicapped	07-01-2016 - 06-30-2019
Dale Bennett	Rep. local social service provider for handicapped	07-01-2017 - 06-30-2020
Rena Lynch	Rep. local social service provider for persons of limited means	07-01-2016 - 06-30-2019
Shandra Morgan	Rep. potential user, Washoe Tribe	07-01-2015 - 06-30-2018
VACANT	Rep. potential transit user, 18 yrs or younger	07-01-2014 - 06-30-2017

Attachment: 2018.04.03 SSTAC membership (SSTAC Roster Change)

4/11/2017

AGENDA TRANSMITTAL



TO: Local Transportation Commission

FROM: Brian Peters, Community Development Director

DATE OF MEETING: April 3, 2018

PREPARED BY: Scott Maas, Alpine County Transportation Planner

TITLE: Request approval to appoint Jessica Bennett as a representative of local service provider for persons of limited means to the Social Services Transportation Advisory Council for the unexpired term of 07/01/2016 - 06/30/2019.

SUMMARY: The Health and Human Services Department (HHS) has had an employee serve on the Social Services Transportation Advisory Council (SSTAC). The HHS appointment to SSTAC no longer works for HHS. Jessica Bennett works for HHS and would like to serve on the SSTAC.

RECOMMENDED ACTION: Approve Jessica Bennett to serve on the Social Services Transportation Advisory Council as a representative of local service provider for persons of limited means for the term 07-01-2016 through 6-30-2019.

ISSUE STATEMENT AND DISCUSSION: Section 99238 of the Transportation Development Act says, each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county. The SSTAC shall annually participate in the identification of transit needs in the jurisdiction of the council. The Alpine County SSTAC meets at least once a year to make unmet transit needs recommendations to the Transportation Commission.

FISCAL IMPACT:

1) Budgeted Current Fiscal Year	<input checked="" type="checkbox"/> (Not Applicable)
2) Total Anticipated Cost Current Year	<u>\$0.00</u>
3) Total Anticipated Cost Annual Year	<u>\$0.00</u>

SOURCE

<input type="checkbox"/> Unanticipated	<u>\$0.00</u>
<input type="checkbox"/> Revenue From Contingency	<u>\$0.00</u>
Other:	

FUNDING SOURCE:

INSTRUCTIONS TO CLERK: Please send to the Community Development Director a Minute Order appointing Jessica Bennett to SSTAC.

PUBLIC COPY

RECEIVED

3.4.a

MAR 27 2018

ALPINE COUNTY BOARD OF SUPERVISORS

COUNTY OF ALPINE

APPOINTMENT APPLICATION FOR COUNTY COMMISSIONS AND COMMITTEES

COMMISSION / COMMITTEE: Social Services Transportation Advisory Council
NAME OF APPLICANT: Jessica Bennett
MAILING ADDRESS: [Redacted] Markleeville, CA 96120
RESIDENCE ADDRESS: [Redacted] Markleeville, CA 96120
TELEPHONE: Home: 530-694-[Redacted] Business: 530-694-2146
EMAIL: jbennett@alpinecountyca.gov

Please state briefly your reason for wanting to serve on this commission/committee:
To get a better understanding of other agencies practices / procedures, and collaborate / co-operate for mutual clients.

List experiences that you feel will be helpful when you serve on this commission/committee:
As the administrative assistant for the Public Health Department, I advocate for clients and communicate current procedures to inquiries - including transportation.

[Handwritten Signature] 3/27/2018
Signature of Applicant Date Signed

Please return application to: ALPINE COUNTY CLERK
P.O. BOX 158
MARKLEEVILLE, CA 96120

COUNTY CLERK'S USE ONLY:

Date application must be returned: Meeting date to be considered:

Commission / Committee Name:
Position to be filled:
Term of Office:

APPOINTED: DENIED: HOLD:

Attachment: SSTAC Application - Bennett (SSTAC Appointment)