



**AMADOR COUNTY TRANSPORTATION AND PUBLIC WORKS  
PUBLIC WORKS COMMITTEE  
MEETING AGENDA**

**Conference Room D      Tuesday December 14, 2021      1:00pm  
(Supervisors Oneto and Crew)**

In compliance with the Americans with Disabilities Act, if you are a person with a disability and you need a modification or accommodation to participate in this meeting, please contact the Public Works Department at (209) 223-6429 or (209) 223-6395 (fax). Requests must be made as early as possible, and at least one full business day before the meeting.

**CALL TO ORDER**

**AGENDA:** Approval of agenda for this date. Any and all off-agenda items must be approved by the Committee.

**PUBLIC MATTERS NOT ON THE AGENDA:** Discussion items only, no action to be taken. Any person may address the Committee at this time upon any subject within the jurisdiction of the Public Works Committee; 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 Committee meeting. Please note – there is a five (5) minute limit per topic.

**MINUTES:** Approval of Minutes from April 20, 2021 meeting.

**ITEMS:**

- 1. Review of Ordinance from Lake County concerning Permitting of Temporary Dwellings and possible direction for modification for consideration by Amador County**
- 2. Waiver of Encroachment Permit Fees**
- 3. Change Order Authorization for Public Works Contracts**
- 4. Engineering and Traffic Survey (Speed Study) Requests**
- 5. Discussion of Utilization of PGE Rule 20 Credit Proceeds**
- 6. Update on Camanche Village Drive Extension to Highway 88**

**TOPICS FOR NEXT MEETING:**

For Discussion

**NEXT MEETING:**

TBD

**ADJOURNMENT:**



# AMADOR COUNTY TRANSPORTATION AND PUBLIC WORKS PUBLIC WORKS COMMITTEE MEETING MINUTES

## **MEETING DATE AND TIME:**

April 20, 2021, 1:00 pm

## **ATTENDEES:**

Supervisor Crew, District 1  
Supervisor Oneto, District 5  
Richard Vela, Public Works Director  
Mark Hopkins, Senior Project Manager

## **CALL TO ORDER:**

The meeting was called to order by Supervisor Crew.

## **AGENDA:**

The agenda was approved as posted.

## **PUBLIC MATTERS NOT ON THE AGENDA:**

Supervisor Oneto expressed concern regarding RFP 21-13, Preliminary Engineering and Final Design for Culvert Rehabilitation/Replacement on Various County Roads. Mr. Oneto questioned the need for engineering design for the eight culvert locations listed in the RFP. Mr. Hopkins will provide Mr. Oneto with a copy of RFP 21-13. Mr. Oneto was concerned with the budget amount of \$125,000 for these services. Staff indicated that this is only a budget amount and that the actual cost for these services was expected to be lower.

## **MINUTES:**

Motion by Oneto, second by Crew, to approve the minutes of the March 23, 2021 was carried.

## **ITEMS:**

### **1. Camanche Village Drive Extension to Highway 88**

Public Works Director Vela presented to the Committee the proposal of extending Village Drive from the Camanche Village area to SR 88, brought about by the proposed development of Camanche Village Unit 3B. The Amador County Technical Advisory Committee (TAC) is requesting that a second access be constructed to serve this development as well as the existing Units 1, 2 3A and 4. Currently, the only road providing ingress/egress to this area is Village Drive which connects to Curran Road. The second access proposed by the developer is an extension of Village Drive westward across the Teresi property (potential future Unit 5) and the Camanche Rancheros in San Joaquin County to Highway 88. This extension is 10,491 feet in length, 3,950 feet across the Teresi property and 6,511 feet across the Camanche Rancheros. Mr. Vela indicated San Joaquin County would go along with this proposal only if an agreement between Amador and San

Joaquin Counties was entered into requiring Amador County to maintain the section of Village Drive in San Joaquin County for perpetuity.

Because of the costs of constructing the nearly 2 mile extension of Village Drive to county standards as well as the connection to Highway 88 to Caltrans requirements, the developer is requesting the County to provide financial relief in the form of waiver of the local portion of the traffic mitigation fee for all the lots of Unit 3B and provide to the developer the local share of the traffic mitigation fee for any building permit processed in Units 1, 2, 3A and 4 (Unit 4 apparently was never recorded and the project expired many years ago) for a period of 10 years. Gene Mancebo, representing the developer, stated that the developer had seen this type of financial relief used with other projects and felt it was an appropriate application with this project.

The Committee wished to take some time to evaluate the proposal but gave a preliminary indication that it was not in favor of the proposal.

## **2. Discussion of FY 2021-22 SB1 Projects**

Staff provided the Committee with the preliminary project list for the FY 21-22 SB1 projects. Staff has analyzed the anticipated SB 1 revenue for Fiscal Year (FY) 21-22 and has developed the SB 1 project list for implementation. The FY 21-22 final SB 1 project list is due to the California Transportation Commission (CTC) by July 1, 2021. Prior to submission of FY21-22 SB 1 project list to CTC, the project list must be adopted by resolution by the Board of Supervisors. The Committee was given a summary of the projected revenues and expenditures for FY 21-22 for SB 1 as well as a list of locations for proposed dig-outs/road improvements. The Committee expressed general concurrence with the information provided.

## **3. Discussion of Utilization of PG&E Rule 20 Credit Proceeds**

Public Works Director Vela presented a preliminary plan for fund utilization in the event the Transportation and Public Works Department is the recipient of all or part of the \$1.9M proceeds from the sale of the PG&E Rule 20 credit sale. Mr. Vela outlined potential allocations for a new public works crew quarters at the corporation yard, heavy-duty diesel vehicle replacement due to age and air emissions requirements and county roads that are in poor condition that are in need of reconstruction/rehabilitation. While the Committee echoed support for the new crew quarters, it would like to see the emphasis on the remaining funds go towards the road reconstruction/rehabilitation with a lesser emphasis on the vehicle replacement.

### **TOPICS FOR NEXT MEETING:**

1. Continued discussion on Camanche Village Drive Extension to Highway 88

**NEXT MEETING:** TBD

**ADJOURNMENT:** The meeting was adjourned at 2:25 pm.



AMADOR COUNTY COMMUNITY DEVELOPMENT AGENCY  
**TRANSPORTATION & PUBLIC WORKS**

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**PUBLIC WORKS COMMITTEE MEETING DATE: December 14, 2021**

**AGENDA ITEM 1**

To: Public Works Committee

From: Richard Vela, Public Works Director

Subject: **Review of Ordinance from Lake County concerning Permitting of Temporary Dwellings and possible direction for modification for consideration by Amador County**

The Board of Directors (BOS) has discussed the issue of placement and occupancy of recreational vehicles as temporary dwellings. Referenced in the discussion was a policy developed by the County of Lake for the permitting the temporary dwellings while recovering from the Valley Fire in 2015.

The BOS has requested the Public Works Committee to review the County of Lake policy. The Committee may provide direction for the modification of the policy for possible consideration by the BOS.



**COUNTY OF LAKE**  
COMMUNITY DEVELOPMENT DEPARTMENT  
Courthouse - 255 N. Forbes Street  
Lakeport, California 95453  
Telephone 707/263-2221 FAX 707/263-2225

**Policy concerning Permitting of Temporary Dwellings  
While Recovering from Valley Fire**

Due to the extraordinary losses from the Valley Fire, the Governor issued an Executive Order that temporarily suspends (for up to 3 years) certain state and local regulations for the placement and occupancy of recreational vehicles and manufactured homes as temporary dwellings. This temporary suspension of regulations allows the County to issue permits for installation of RV's and MH's and conduct inspections based on minimum health and safety considerations for their installation on private property.

If you lost your home to the Valley Fire we will allow a recreational vehicle or manufactured home to be placed on your property for use as a temporary dwelling, provided that the following health and safety standards can be met:

1. The recreational vehicle or FEMA supplied manufactured home is for the occupancy of the residents of the particular parcel who lost their home on that parcel, unless being placed in a group site developed by FEMA or authorized by the County, or the unit is placed on another parcel in the Valley Fire Area with that property owner's permission as a temporary residence.
2. There is adequate area available on the property to place the recreational vehicle or manufactured home so as not to interfere with or impede the cleanup of the fire debris (if debris are still on the property).
3. There are no standing dead or damaged trees or other hazards in proximity of the unit that could fall upon or otherwise damage the recreational vehicle or manufactured home or harm its occupants.
4. There are no landslide risks to the site or the road providing access to the site that have the potential to trap or harm the occupants. (Dead-end road concern)
5. The site shall contain a water supply consisting of an operating well or community water service connection, with potable water.
6. A functioning septic system or public sewer system connection shall exist at the site. Septic systems need to be inspected by Lake County Environmental Health.
7. The manufactured home or RV shall not be placed on the site in a location that would impede reconstruction of the permanent residence.
8. The floor elevation of the RV or FEMA MH should be located above the 100 year flood elevation.

When these criteria can be met, please apply for a Temporary Dwelling Permit with the Lake County Community Development Department so that we can coordinate the necessary health and safety inspections and authorize electrical service for your temporary dwelling. You can obtain a copy of the permit application form and submit it our office in the Courthouse between 1 and 5 pm Monday through Friday. The form can also be downloaded at:

There is no fee for the permit, which will provide for the following minimum inspections to be completed prior to occupancy:

- a. Verification that unsafe conditions do not exist at the site for the recreational vehicle or manufactured home installation based upon the above stated criteria.
- b. Temporary electrical service.
- c. Inspection of electrical, water and sewer connections to the unit.
- d. Sites with on-site sewage disposal systems also need to be inspected by the Lake County Environmental Health Division to verify that the system was not damaged by the fire.

For those whose properties cannot currently meet the above minimum health and safety criteria, other options are being considered, such as placement of your temporary dwelling on another property owned by a friend or relative within the southern portion of the county, and development of small group sites on larger parcels. Please contact us at 707-263-2221 to discuss possible alternatives. We will do our best to assist you in finding an alternative solution.



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**PUBLIC WORKS COMMITTEE MEETING DATE: December 14, 2021**

**AGENDA ITEM 2**

To: Public Works Committee  
From: Richard Vela, Public Works Director  
Subject: **Waiver of Encroachment Permit Fees**

In the past, the Board of Supervisors (BOS) has exercised the discretion to waive the fees for encroachment permits. This waiver of fees is usually associated with an encroachment permit request for a special event such as the annual Fiddlers Jam in Fiddletown.

The fee for an encroachment permit is generally \$625.

Upon my arrival to the Department in April 2020, I was told by staff that, as the Director of Transportation and Public Works, I had the authority to use discretion in waiving fees for encroachment permits. I have waived fees for encroachment permits for special events such as the Ride and Walk 4 Art (Calaveras Arts Council) in the Camanche area and the Cannonball Run Car Show and Independence Day Parade (Volcano Community Association) in Volcano. I also waived the permit fee for the city of Sutter Creek for the installation of signs on Shake Ridge Road (Gopher Flat Road) just north of the intersection with Golden Hills Road.

For the purpose of clarity and consistency, I propose that the following policy or guidelines are established and followed for the waiver of fees for encroachment permits:

- Fees may be waived for special events sponsored by non-profit organizations for fund raising or community event purposes.
- Fees may be waived for other governmental agencies within Amador County. These requests are few and far between and this gesture is made in the spirit of cooperation with these agencies.
- Authority is given to the Director of Transportation and Public Works to use discretion in the waiver of fees for encroachment permits following the guidelines set forth here within. If a request for a fee waiver is denied by the Director of Transportation and Public Works, the request for such may be submitted by the applicant to the BOS for consideration.



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**PUBLIC WORKS COMMITTEE MEETING DATE: December 14, 2021**

**AGENDA ITEM 3**

To: Public Works Committee  
From: Richard Vela, Public Works Director  
Subject: **Change Order Authorization for Public Works Contracts**

In the administration of a public works contract, items may arise during the construction of the project that are not covered by the contract bid items and need to be addressed through change orders. Many times these items are somewhat minor in nature but are necessary for the successful completion of the project. Currently, all change orders are technically required to require approval from the Board of Supervisors (BOS) for acceptance and payment.

While significant changes should continue to go to the BOS for approval, I propose that minor changes be handled at the Department level by the Director of Transportation and Public Works. In contracts administered by the General Services Administration (GSA), the construction/project manager can approve changes in the contract price effected by a change order for amounts not to exceed \$5,000 per modification or in the aggregate 5% of the contract amount. The language for such is included in the General Conditions.

For public works projects, the following language is proposed to be included appropriately in the public works contract specifications under Section 4-1.05, Changes and Extra Work:

Alterations, modifications or extras that result in a change in the Contract Price or Contract Time, or both, shall be effected by a written Contract Modification and/or Change Order that has been approved by the Engineer and signed by the Director for amounts not to exceed \$5,000 per modification or in the aggregate 5% of the Contract Price. Modifications in excess of those amounts must be approved by the Board of Supervisors. Those alterations or modifications that do not result in a change in the Contract Price or Contract Time, and do not substantially change the Work, shall be effected only by a written directive to Contractor from the Engineer.

This change in change order authorization for public works contracts will allow the Transportation and Public Works Department to mirror the change order authority of the General Services Administration.



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**PUBLIC WORKS COMMITTEE MEETING DATE: December 14, 2021**

**AGENDA ITEM 4**

To: Public Works Committee  
From: Richard Vela, Public Works Director  
Subject: **Engineering and Traffic Survey (Speed Study) Requests**

From time to time, constituents complain about vehicular speeds on a county road and want to have a speed limit posted. To post an appropriate speed limit that is enforceable, it must be determined through an Engineering and Traffic Survey, perhaps more commonly referred to as a speed study. Because the Department does not have the equipment and/or the resources to conduct these surveys/studies, these services are outsourced. There are limited funds allocated in the annual budget to employ such services under 52300 Professional & Specialized Services.

While the Department has the authority to administer the allocated budgeted funds as necessary throughout the fiscal year, staff is requesting whether the Public Works Committee wishes to review these requests to provide staff with guidance on whether to have surveys/studies performed.

There are a number of County roads with speed limits determined through engineering and traffic surveys. In 2018, the Department contracted to have surveys completed on these roads in order to have current results enabling enforcement to be conducted via radar. These studies should be conducted on a reoccurring cycle (5-7 years) in order to maintain radar enforcement capabilities. The annual fiscal year budget for that cycle will show an increase to have these surveys completed.





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**PUBLIC WORKS COMMITTEE MEETING DATE: December 14, 2021**

**AGENDA ITEM 5**

To: Public Works Committee  
From: Richard Vela, Public Works Director  
Subject: **Discussion of Utilization of PG&E Rule 20 Credit Proceeds**

At its April 20, 2021 meeting, the Public Works Committee discussed a preliminary plan for the utilization of the proceeds from the PG&E Rule 20 credit sale. Public Works Director Vela presented a preliminary plan for fund utilization in the event the Transportation and Public Works Department is the recipient of all or part of the \$1.9M proceeds from the sale of the PG&E Rule 20 credit sale. Mr. Vela outlined potential allocations for a new public works crew quarters at the corporation yard, heavy-duty diesel vehicle replacement due to age and air emissions requirements and county roads that are in poor condition that are in need of reconstruction/rehabilitation. While the Committee echoed support for the new crew quarters, it would like to see the emphasis on the remaining funds go towards the road reconstruction/rehabilitation with a lesser emphasis on the vehicle replacement.

Given the feedback from the Committee, the preliminary plan for the utilization of the proceeds from the PG&E Rule 20 credit sale has been revised to read as follows:

Public Works Crew Quarters - \$250,000

Current Encumbrance: \$185,000

Plans have been developed for the construction of new public works crew quarters at the corporation yard. In early 2020 this project was put out to bid. The low bid received was \$145,214. However, this bidder did not have certified subcontractors and therefore the bid was rejected. The next lowest bids were \$320,000, \$346,526, \$348,000 and \$361,000. The project was not awarded.

This project is important as the public works crew operates out of a facility that is at least 60 years old and is in need of replacement. No other county department operates out of non-renovated facilities of this age. I proposed adding an additional \$250,000 to the budget and rebid the project. This would cover the anticipated construction costs as well as provide furnishings and technology to the facility. The original recommendation was for \$180,000, however due to the increase in costs for construction materials, the recommendation has increased.

## **Discussion of Utilization of PG&E Rule 20 Credit Proceeds**

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### Heavy-Duty Diesel Replacement Vehicle Replacement - \$500,000

Diesel trucks with a gross vehicle weight rating (GVWR) that is 14,001+ lbs. must reduce exhaust emissions by meeting particulate matter (PM) filter requirements and upgrading to newer engines. Vehicles with 2010 model year (MY) or newer engines are fully compliant. Based on vehicle age and GVWR, the sunset date for compliance ranges from 2020 through 2023.

Currently, Amador County Public Works has 14 vehicles that fall within these requirements. These vehicles are the larger public works vehicles, ranging in model year from 1984 to 2008. Using an average replacement value range of \$150,000 to \$200,000 per vehicle, the total cost to replace these vehicles ranges from \$2.1M to \$2.8M. Even without the air emission requirements, many of these vehicles are old and in need of replacement. Of the 14 vehicles, 9 are 20 years or older.

### Road Reconstruction/Rehabilitation - \$1,150,000

There are a number of county roads that are in poor condition that are in need of reconstruction/rehabilitation. This means the road base needs to be established/improved and a new pavement surface applied. These roads have low traffic volumes and serve a limited number of residences. Because of this, they have never received proper attention and are now in poor condition. These roads are constant maintenance headaches and we have limited resources/methods to maintain them. They also generate most of our road complaints from the public. This is an opportunity to address these roads and bring them up to standard. Due to their low traffic volumes, these improvements will last for many years with little maintenance. Roads that fall into this category include New Chicago Road, Defender Grade, Electra Road, Middle Bar Road, and Quartz Mountain Road (North and East).



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**PUBLIC WORKS COMMITTEE MEETING DATE: December 14, 2021**

**AGENDA ITEM 6**

To: Public Works Committee  
From: Richard Vela, Public Works Director  
Subject: **Update on Camanche Village Drive Extension to Highway 88**

At its April 20, 2021 meeting, the Public Works Committee discussed a proposal from the developer of Camanche Village Unit 3B for a second access to serve the proposed development. The second access proposed by the developer is an extension of Village Drive westward across the Teresi property (potential future Unit 5) and the Camanche Rancheros in San Joaquin County to Highway 88. This extension is 10,491 feet in length, 3,950 feet across the Teresi property and 6,511 feet across the Camanche Rancheros.

San Joaquin County would go along with this proposal only if an agreement between Amador and San Joaquin Counties was entered into requiring Amador County to maintain the section of Village Drive in San Joaquin County for perpetuity.

Because of the costs of constructing the nearly 2 mile extension of Village Drive to county standards as well as the connection to Highway 88 to Caltrans requirements, the developer is requesting the County to provide financial relief in the form of waiver of the local portion of the traffic mitigation fee for all the lots of Unit 3B and provide to the developer the local share of the traffic mitigation fee for any building permit processed in Units 1, 2, 3A and 4 (Unit 4 apparently was never recorded and the project expired many years ago) for a period of 10 years.

The Committee wished to take some time to evaluate the proposal but gave a preliminary indication that it was not in favor of the proposal.

Since the April 20, 2021 Committee meeting, the Developer has withdrawn the proposal for the second access and is moving forward with the development as originally approved in 1973.