

Jackson City Council  
Minutes  
Regular Meeting of January 14, 2013

Patrick Crew, Mayor  
Connie Gonsalves, Vice-Mayor  
Wayne Garibaldi  
Marilyn Lewis

Michael Daly, City Manager  
Andrew Morris, City Attorney  
Scott Morrison, Police Chief  
Mark Morton, Fire Chief  
Gisele Cangelosi, City Clerk

**COUNCIL MEMBERS ABSENT:**  
Keith Sweet

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Mayor Crew called the meeting to order at 7:00 p.m.

**1. CEREMONIAL.** Introduction and Swearing-In of Police Officer Tizok Del Rio.  
This item was continued to the January 28 meeting due to family illness.

**2. APPROVAL OF AGENDA.**

**Moved by Councilmember Lewis, and seconded by Vice-Chairman Gonsalves, and  
unanimously carried to approve the City Council Agenda dated January 14, 2013 as  
presented.**

**3. PUBLIC MATTERS NOT ON THE AGENDA.**

Tracey Yep, Director ACRA, provided the City Council with a copy of the Amador County Recreation Agency brochure for THE HUB located at 206 B Main Street. The Hub is an upcoming community project that will create centralized public recreation and an arts center in downtown Jackson. She invited the City Council and members of the public to be a part of this wonderful community project by donating your cash, time or talent. In the future ACRA will possibly be asking for Measure E transient occupancy tax funding for this project.

**4. CONSENT CALENDAR.**

- a. Approval of Minutes of December 10, 2012 meeting.
- b. Approval of Expenditure Report for the period of January the amount of \$232,678.28.
- c. Approval of Salary related items for December the amount of \$279,038.19.
- d. Receive Jackson Police Department Monthly Report for December 2012.
- e. Receive Jackson Fire Department 2012 Annual Report.
- f. Receive Jackson Fire Department Monthly Report for December 2012.
- g. Receive Building Department Monthly Reports for December 2012.
- h. Adopt Resolution Approving City's Investment Policy for 2013.

**Moved by Vice-Chairman Gonsalves, seconded by Councilmember Lewis, and  
unanimously carried to approve carried to approve the Consent Calendar except for:**

**Mayor Crew abstained on the approval of Check 237001 in the amount of \$1,723.81.**

**Mayor Crew requested the Minutes of December 10, 2012 be amended to read "to the best  
of his recollection this is the first five members City Council that has be seated unopposed.**

**5. ADMINISTRATIVE REPORTS.**

Fire Chief Morton reported on the following:

1. Jackson Fire Department in 2012 responded to 1,396 calls year , 977 medical calls, 177 public assists, 103 fire related, 16 hazardous materials, 123 traffic accidents and 325 of the calls or 23 percent were outside of the city limits for automatic aid to the AFPD. Call volume comparison to previous year is minus 15%.
2. Jackson Fire Department in December 2012 responded to 114 calls last month, 73 medical calls, 20 public assists, 8 fire related, 2 hazardous materials, 11 traffic accidents and 25 of the calls or 22 percent were outside of the city limits for automatic aid to the AFPD.
3. Jackson Fire Department will be holding a cross hazmat training with Ione Fire Department. Senior Plant Operator Eric Neuschmid will be providing the departments with a tour of the Wastewater Treatment Plant.
4. Jackson Fire Department will hold training at the old Amador Courthouse at 108 Court Street and performing fireground operations by Amador County fire officers.
5. Annual Fire Department appreciation dinner will be held February 16.

Police Chief Morrison reported on the following:

1. The Department responded to 719 calls for service for the month of December.
2. The Department has numerous drug related arrests.
3. Neighborhood Watch program is being setup in the Stasal neighborhood.
4. Staff will be discussing the Neighborhood Watch program with the Jackson Business and Community Association.

City Manager Daly reported on the following:

1. Wants to get the word out to the community to wrap your water pipes. The Water Department has been very busy responding to complaints regarding frozen pipes.
2. Certification of the Final Environmental Impact Report for the City of Jackson Wastewater Treatment Plant Improvement Project will be presented
3. Public Workshop for the Circulation Improvement Program and Transportation Impact Fee will be held in at the Planning Commission's January 22 meeting.
4. Recognized City Clerk Cangelosi's 60<sup>th</sup> Birthday.

**6. COUNCIL REPORTS.**

Councilmember Garibaldi attended the ACRA meeting and the one topic of discussion was regarding contributions and it was noted other cities are not paying their portion.

Councilmember Lewis will be attending the ACTC meeting on Wednesday, January 16, during Councilmember Sweet's absence.

**DISCUSSION CALENDAR**

For the record: Action minutes provide the necessary documentation of City Council actions and audio recordings are retained for those desiring more detail on particular agenda item discussion. These audio recordings provide an accurate and comprehensive backup of City council deliberations and citizen discussion.

**8. Presentation of FY 2011-12 City Audit.**

City Manager Daly introduced Marilee Smith, Smith and Newell, and reported the annual audit was performed the second week in September. Complete copies of the subject reports have been provided to the City Council and at the County Library and are available for review at City Hall or on the City's website on the Administration/Finance page.

Marilee Smith, Smith and Newell, City Auditor, was present and reviewed the City's audit procedures, the Annual Financial Report, Public Financing Authority Annual, Single Audit Act Report and the Management Report, and Public Financing Authority Management Report for the Year Ended June 30, 2012.

The "Independent Auditor's Report" cover page and Management's Discussion and Analysis section from the Annual Financial Report were provided. She praised City finance staff for extra work to produce the report, and keeping the unqualified opinion which is the highest level of assurance.

City Manager Daly thanked Marilee Smith for all of their services. He also commended Carla Soracco, Sherry Lane, and Dalacie Blankenship as they were very instrumental in working with Smith and Newell during the audit and on an ongoing basis making sure the City's financial management continues to be handled properly.

Mayor Crew opened the public discussion. Hearing no comment from the public, Mayor Crew closed the public discussion.

**Moved by Councilmember Lewis, seconded by Councilmember Garibaldi, and unanimously carried to accept the Fiscal Year 2011-2012 Audit Reports.**

#### **9. Adoption of GASB Statement No. 54 Fund Balance Policy.**

City Manager Daly reported the GASB is the authoritative body that sets accounting principles for governmental entities, such as the City of Jackson. GASB pronouncements comprise the majority of generally accepted accounting principles (GAAP) for governmental entities. Government Accounting Standards Board No. 54 Fund Balance Reporting and Governmental Fund Type Definitions requires that government agencies change the categories and terminology used to describe the components of fund balance. The new categories and terminology will focus not on financial resources available for appropriation, but on "the extent to which the government is bound to honor constraints on the specific purpose for which amounts in the fund can be spent." The need for a compliant fund balance policy was identified in the recently completed City audit. Staff researched various policies adopted by other California agencies and modeled its proposed policy from those adopted by other cities.

The City of Jackson's proposed Fund Balance Policy contains a provision to have a General Fund Reserve as a commitment of fund balance. It is recommended that an amount equivalent to two months of the budgeted expenditures for any given fiscal year (16.67%) is to be retained as the General Fund Reserve for specific uses such as economic uncertainty, declaration of a local, state or federal emergency/disaster, or any other emergency expenditure deemed appropriate by City Council. The City's FY 2012-13 General Fund Budget includes expenditures of \$3,399,346 so the Reserve goal is \$561,670. The audited balance on June 30, 2012 was \$827,858. These committed amounts cannot be used for any other purpose unless the City Council removes changes the specified use through the same type of formal action taken to establish the commitment. City Council action to commit the fund balance needs to occur within the fiscal reporting period; however the amount can be determined subsequently.

Mayor Crew opened the public discussion. Hearing no comment from the public, Mayor Crew closed the public discussion.

**Moved by Councilmember Lewis, seconded by Councilmember cg , and unanimously carried to adopt Resolution No. 2013-02 to establish the "Fund Balance Policy- General**

**Fund and Other Governmental Funds" (Policy) in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54 (Statement 54).**

**10. Request from Operation Care for "Color Madness" 5K Fun Run on February 2, 2013.**

Police Chief Morrison reported the main theme for this benefit run is Teen Violence Awareness. Operation care desires to strengthen their own relation with our community's youth in part through this 5k run. This run will use a similar route as the annual Food Bank 5k run uses each year. Operation Care shall provide for event clean-up and shall also provide 20 safety volunteers. The Jackson Police Department shall provide a police escort for the main group of runners, as well as provide for traffic control where needed.

Dezi Valadez, Operation Care, was present to provide a brief description proposed event by Operation Care for "Color Madness" 5K Fun Run to be held on Saturday, February 2, 2013.

Mayor Crew opened the public discussion. Hearing no comment from the public, Mayor Crew closed the public discussion.

**Moved by Councilmember Garibaldi, seconded by Vice-Mayor Gonsalves, and unanimously carried to approves this special event application for Operation Care's 5k Benefit Run to be held on February 2, 2013.**

**11. Letter Opposing Caltrans Relinquishment of State Route 16 (Jackson Highway) in areas of Sacramento and Rancho Cordova.**

City Manager Daly reported Amador County Transportation Commission (ACTC) was advised in December, 2012, that Caltrans is considering the possible relinquishment of State Route 16 (Jackson Highway) to the City and County of Sacramento and the City of Rancho Cordova. Caltrans has asked if Amador and Calaveras counties have any concerns regarding this matter. ACTC staff contacted the Amador County Community Development Director as well as SACOG, the City of Rancho Cordova, and the City and County of Sacramento for additional information. ACTC Executive Director Charles Field also responded to Caltrans expressing that the Amador region may likely have concerns. At their meeting on December 19, 2012, the ACTC Board approved sending the provided letter to Caltrans District 3 detailing its opposition to this relinquishment.

A State Route 16 corridor study was prepared by Fehr & Peers in September 2012 and included the following information:

- A Project Development Team (PDT) comprised of representatives from Caltrans, the City of Sacramento, Sacramento County, Rancho Cordova, Sacramento Regional Transit, and major property owners within the corridor has guided this project.
- Relinquishment of the corridor through the jurisdictions will allow jurisdictions to apply their design standards to development applications without the additional step of coordinating with Caltrans staff, eliminating the need for Caltrans design exceptions. This relinquishment concept will allow for conversion of the corridor from a State highway to a local arterial in the near term, consistent with the concepts presented in the Fehr & Peers report.
- The purpose of the Fehr & Peers study is to determine a roadway footprint/cross section for Jackson Road between South Watt Avenue and Eagles Nest Road to provide additional vehicle capacity needed because of approved and planned development and to handle increased transit, bicycle, and pedestrian activity in a complete street design.
- Preferred alternatives are a six lane thoroughfare with exclusive bus rapid transit lanes in a median, and a six lane thoroughfare with bus rapid transit lanes in a parallel corridor.

- The study assumes that all planned improvements can be funded as Tier 1 projects in SACOG's 2008 Metropolitan Transportation Plan.
- Sacramento County accepts level of service "E" outside of city limits in the Urban Service Boundary (USB) and the entire project area is in their USB. With projected growth and per the SACOG traffic model, intersections and roadway segments will go to Level of Service "E" and "F". For comparison, the segment of SR 16 between Sunrise and Grant Line Road is already LOS "E" ADT and the Sunrise, Grant Line, and Bradshaw intersections are already LOS "E" and "F" at a.m. and/or p.m. peak hour.
- Per local transportation plans, there will be additional local road intersections.
- Wood Rogers (design engineers) prepared a set of plan view exhibits to illustrate the geometries and rights of way required to convert the existing two lane Jackson Highway, to a Sacramento County six lane thoroughfare to be renamed "Jackson Road" between Florin-Perkins Road and Eagle's Nest Road.
- Chapter 7 of the Fehr & Peers report sets forth the relinquishment framework from which the recommended conclusion is that Caltrans should relinquish the SR 16 corridor between Power Inn Road and Grant Line Road to the cities and county and the agencies should develop a maintenance agreement wherein Caltrans would provide current levels of maintenance in the corridor. No more detailed timeframe or process is provided.

The City of Rancho Cordova and the City of Sacramento have responded to ACTC's inquiry advising only that the project is in the early planning and discussion stages. The concerns raised by ACTC included the lack of communication with agencies in Amador County, as well as the potential economic impact of increasing the time required to get between areas in Amador County and the Sacramento area, as it relates to tourism, the movement of goods and general transportation planning. The Amador County Board of Supervisors has also approved a letter of opposition to this relinquishment and requested formal notification of any future decision making in this process. This item is presented to the City Council for consideration of a similar action.

Mayor Crew opened the public discussion. Amador County Supervisor Plasse spoke in support of the City submitting a letter Opposing Caltrans Relinquishment of State Route 16 (Jackson Highway) in areas of Sacramento and Rancho Cordova. Hearing no further comments from the public, Mayor Crew closed the public discussion.

**Moved by Vice-Mayor Gonsalves, seconded by Councilmember Garibaldi, and unanimously carried to authorize the Mayor to send a letter to Caltrans and State Representatives opposing the proposed relinquishment of State Route 16 in the City and County of Sacramento and the City of Rancho Cordova.**

## **12. Informational Presentation on Circulation Improvement Program and Transportation Impact Fee Update Workshops.**

City Manager Daly last year the City began working with ACTC staff on an update of the City's Circulation Improvement Program. This project is intended to create a comprehensive program to plan, prioritize, and fund various transportation capital improvement projects, including multi-modal and streetscape improvements, as well as relevant transit service enhancements. The program is intended to result in a prioritized funding strategy and an update to the City's nexus plan and local traffic mitigation impact fee program, a major revenue source for the proposed improvements. Utilizing a grant from Caltrans, the City and ACTC hired Omni-Means, Ltd., to prepare the plan. The draft plan has been presented at two workshops. The first was at the September 17, 2012 Planning Commission meeting and the second was an independent workshop conducted on November 29, 2012. A third workshop that

will present updated information based on the first two workshops is scheduled for Tuesday, January 22, as the main item on the Planning Commission agenda.

Neil Peacock, ACTC, was present to provide an overview presentation regarding the Traffic Circulation Improvement Program and Traffic Mitigation Fee Update. He stated the purpose this presentation is to review the progress of the plan to date and obtain feedback from the City Council regarding the types of improvements proposed. Mr. Peacock stated he would accept City Council comments and the public are also invited to comment.

Mayor Crew opened the public discussion. The following individuals spoke regarding the update: Stan Lukowicz, Tracey Towner, Thornton Consolo and Amador County Supervisor Plasse spoke in support of the City submitting the letter opposition. Hearing no further comments from the public, Mayor Crew closed the public discussion.

City Manager Daly stated no voter or action was necessary on this item and that there will be a workshop at the next Planning Commission meeting, Tuesday January 22 at 6:30 p.m.

### 13. City Council Committee Assignments.

Manager Daly reported each year the Mayor reviews appointments and makes assignments to the numerous committees and liaison roles required of City Council members. The provided roster of all assignments details the currently appointed members and meeting times of the various committees and organizations. It is recommended the City Council discuss committee preferences at this meeting and that the Mayor make appointments at this meeting.

**Moved by Councilmember Lewis, and seconded by Vice-Mayor Gonsalves, seconded by and unanimously carried approve Mayor Crew's recommendation that there be no change to the City Council Committee Assignments.**

### 14. CLOSED SESSION

- a. Conference with Legal Counsel – Existing Litigation (Subdivision (a) of Section 54956.9).  
Name of case: Orescan v. City of Jackson, 12-CV-7862.
- b. Conference with Legal Counsel – Anticipated Litigation (Subdivision (d) of Section 54956.9).  
One case.
- c. Conference with Real Property Negotiator (Section 54956.8). Property location: 20 Rollingwood Drive, #55, Jackson, CA 95642 (APN# 910-000-839-000). Agency Negotiator: Michael Daly, City Manager. Negotiating Parties: City of Jackson and Joe Chirco. Under Negotiation: Disposition of property at space #55 previously owned by Alice Raymond.

Vice-Mayor Gonsalves reconvened to Open Session at 9:02 p.m. and announced there was no reportable action taken.

### 15. ADJOURNMENT

Adjourn 9:03 p.m.

ATTEST:

  
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Gisele L. Cangelosi, City Clerk

Date Approved: January 28, 2013