

TEHAMA COUNTY TRANSPORTATION COMMISSION

Chairperson: Steve Chamblin; Vice Chairperson: Gary Strack

Commissioners: Dennis Garton, Bob Williams, Robert Schmid, Robert Christison

Alternates: City of Corning, Tony Cardenas; City of Red Bluff, Daniele Jackson

Gary Antone, Executive Director; Barbara O'Keeffe, Deputy Director - Transportation



8:00 AM Tuesday, February 25, 2014

Tehama County Board of Supervisors Chambers

727 Oak Street, Red Bluff, CA 96080

<http://www.co.tehama.ca.us>

This meeting conforms to the new Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTC created to conduct the people's business are taken openly; and that the people remain fully informed about the conduct of its business. PUBLIC COMMENT-This time is set aside for citizens to address this Board/Committee on any item of interest to the public that is within the subject matter jurisdiction of the TCTC provided the matter is not on the agenda or pending before this Board/Committee. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker's identity is purely voluntary during the public comment period. Any written materials related to an open session item on this agenda that are submitted to the Clerk/Recording Secretary less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Public Works, 9380 San Benito Ave., Gerber, CA. 96035

1. CALL TO ORDER AND INTRODUCTIONS

2. PUBLIC COMMENT PERIOD

3. ANNOUNCEMENTS

- In accordance with AB23 it is hereby announced that the Transportation Commission/Transit Directors in attendance at today's meeting shall receive a stipend of \$100 per adopted By-Laws.

4. APPROVAL OF MINUTES

1. Approval of December 10, 2013 Minutes

5. REGULAR ITEMS

1. Adopt Resolution 01-2014 TCTC Basic Financial Statements and Management Report for FY 2011-12
2. Informational Presentation: California Transportation Infrastructure Priorities (CTIP) Report
3. Unmet Transit Needs Feasibility Study Update
4. Authorize Executive Director to Apply for Available Federal Transit Administration Grant Programs.
5. Approve Budget Transfers Fund 527-3033 & 3034
6. Approval of TCTC Claims in the Amount of \$11,270.06

6. ADJOURN



Tehama County Transportation Commission
Meeting Date: February 25, 2014
Department: Tehama County Transportation Commission
Prepared By: Nichole Bethurem
Preparer Phone: 530-385-1462 ext 3031
Preparer Email: nbethurem@tcpw.ca.gov
Regular Item

Approval of December 10, 2013 Minutes

Requested Action(s)

Approve the minutes from the December 10, 2013 Tehama County Transportation Commission meeting.

Financial Impact:

n/a

Background Information:

Attachment List:

12- Dec 10 TCTC Minutes (DOCX)

TEHAMA COUNTY TRANSPORTATION COMMISSION MINUTES OF DECEMBER 10, 2013

Present: Commissioners; Chamblin; Strack; Garton; Williams; Schmid and Christison.
Also present: Executive Director Gary Antone; Tim Wood, Chief Deputy Director of Public Works; and Barbara O'Keeffe, Deputy Director - Transportation.

1. **CALL TO ORDER AND INTRODUCTIONS:** The meeting was called to order by Chairman Steve Chamblin at 8:00 a.m.

Self-introductions were made by all present.

2. **PUBLIC COMMENT PERIOD:** Executive Director Gary Antone announced that staff is working to finalize issues with IQM2.

Deputy Director Barbara O'Keeffe arrived at 8:03.

3. **ANNOUNCEMENTS:** Deputy Director Barbara O'Keeffe announced AB23.

4. **APPROVAL OF MINUTES:** Motion by Commissioner Garton, second by Commissioner Strack to approve the minutes of November 26, 2013. Carried 6-0 with 0 absent.

5. **REGULAR ITEMS**

5.1. ADOPTION OF RESOLUTION 15-2013: Adoption of Resolution 15-2013; Approval of 2014 Regional Transportation Improvement Plan (RTIP) and authorization for the Executive Director to complete and submit the necessary documents to the California Transportation Commission.

Due to the amount programmed, as well as current RTIP funding, staff may need to make slight adjustments to Tehama County projects. Timelines for projects will be adjusted as necessary.

Motion by Commissioner Williams, second by Commissioner Garton to adopt Resolution 15-2013; Approval of 2014 Regional Transportation Improvement Plan. Carried 6-0 with 0 absent.

Executive Director Gary Antone stated that the current projects in the upcoming budgets are a continuation of projects worked on in recent time. The competitive bid market has resulted in projects receiving multiple bids.

Commissioner Schmid questioned how the City of Red Bluff could qualify for more funding. Gary Antone stated that the City should bring projects forward, complete with the required project study report and reasonable cost estimates.

5.2. APPROVE COMMENT LETTER TO CALIFORNIA TRANSPORTATION COMMISSION (CTC): Approve comment letter to the California Transportation Commission regarding the Active Transportation Program (ATP) draft guidelines and authorize the Executive Director to sign.

Motion by Commissioner Williams, second by Commissioner Christison. Carried 6-0 with 0 absent.

6. **ADJOURN:** With no further business, the meeting adjourned at 8:12 a.m.



Tehama County Transportation Commission
 Meeting Date: February 25, 2014
 Department: Tehama County Transportation Commission
 Prepared By: Sean Harrasser
 Preparer Phone:
 Preparer Email: sharrasser@tcpw.ca.gov
 Regular Item

Adopt Resolution 01-2014 TCTC Basic Financial Statements and Management Report for FY 2011-12

Requested Action(s)

Adopt Resolution 01-2014, TCTC Basic Financial Statements and Management Report for FY 2011-12

Financial Impact:

n/a

Background Information:

The purpose of this agenda item is to present the Tehama County Transportation Commission Management Letter and Financial Statements prepared by R.J. Ricciardi Inc., CPA firm for the fiscal year ending June 30, 2012 (Fiscal Year 11-12). Submittal of the audit report to the State Controller's Office and Caltrans is a requirement. A courtesy copy is also provided to the County Auditor-Controller. No issues were identified during the audit as noted on:

Page 1 of the Basic Financial Statements; "In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Tehama County Transportation Commission as of June 30, 2012, and the respective changes in financial position for the year then ended, in conformity with U.S. generally accepted accounting principles, as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts." and,

Page 4 of the Management Report: No current year observations; No prior year observations to address.

Attachment List:

TCTC Basic Financial Statements 6 30 12 (PDF)

TCTC MGMT Report 6 30 12 (PDF)

Resolution 01-2014 TCTC Basic Financials (DOC)

(ID # 2807)

**TEHAMA COUNTY TRANSPORTATION COMMISSION
RESOLUTION NO. 01-2014
TEHAMA COUNTY TRANSPORTATION COMMISSION
BASIC FINANCIAL STATEMENTS JUNE 30, 2012**

WHEREAS the Tehama County Transportation Commission is the Regional Transportation Planning Agency (RTPA) for Tehama County and the incorporated cities of Corning, Red Bluff, and Tehama; **and**

WHEREAS the Transportation Development Act (TDA) requires an annual audit of the Local Transportation Fund (LTF) and State Transit Assistance (STA) Fund; **and**

WHEREAS an independent auditing firm, R.J. Ricciardi, Inc. Certified Public Accountants (CPA), prepared the Transportation Development Act Funds Financial Statements for the year ending June 30, 2012; **and**

WHEREAS funds within the Commission budget have been audited by the independent auditor and copies of the audits will be submitted to the State Controller's Office and the County Auditor-Controller; **and**

WHEREAS R.J. Ricciardi (CPA), considered the Commission's internal control structure to plan our auditing procedures for the purpose of expressing their opinion on the financial statements and not to provide assurance on the internal control structure; **and**

WHEREAS it is the opinion of R.J. Ricciardi that the basic financial statements "present fairly, in all material respects, the financial position of the County of Tehama Transportation Development Act Funds (transit and non-transit) as of June 30, 2012, and the results of its operations and cash flows for the fiscal year then ended, in conformity with U.S. generally accepted accounting principles."

NOW THEREFORE BE IT RESOLVED that the Tehama County Transportation Commission does hereby adopt the Basic Financial Statements and Management Report for the fiscal year ending June 30, 2012, prepared by R.J. Ricciardi Inc., Certified Public Accountants (CPA).

The foregoing Resolution was offered by Commissioner _____, and seconded by Commissioner _____, at a regular meeting in Red Bluff, California, on February 25, 2014 and adopted by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

ATTEST: Gary Antone, P.E., P.L.S
Executive Director

ADOPTED: February 25, 2014

BY: _____
Linda Madea
Recording Secretary

Chairman



Tehama County Transportation Commission
 Meeting Date: February 25, 2014
 Department: Tehama County Transportation Commission
 Prepared By: Sean Harrasser
 Preparer Phone:
 Preparer Email: sharrasser@tcpw.ca.gov
 Regular Item

Informational Presentation: California Transportation Infrastructure Priorities (CTIP) Report

Requested Action(s)

Informational Presentation on the California Transportation Infrastructure Priorities (CTIP) Report

Background Information:

The California State Transportation Agency (CalSTA) established the California Transportation Infrastructure Priorities (CTIP) workgroup in April 2013 to establish a long range vision for California's transportation system and develop a set of immediate action items toward achieving that vision. The result of this effort is the report entitled: California Transportation Infrastructure Priorities (CTIP): Vision and Interim Recommendations. The report states it is imperative that California's transportation system delivers on three important objectives: 1) Mobility, 2) Safety, 3) Sustainability

The CTIP report focuses on the five key concepts:

1) Preservation, 2) Innovation, 3) Integration, 4) Reform, 5) Funding;
 and identifies near term and long term recommendations.

Attachment List:

CTIP Vision (DOCX)

California Transportation Infrastructure Priorities Report

CTIP Vision

The report focuses on the following five key concepts:

Preservation:

- The CTIP report recommends taking actions to assist regions and local governments in preserving their assets while fully implementing the State's "fix it first" approach to the highway system.
- There are nearly 32 million vehicles registered in California. Last year, those vehicles traveled some 331 billion miles throughout the state.
- Much of the state highway system is reaching or exceeding its original useful life.
- Expansion should be a secondary priority to the management, preservation, and efficient operation of existing facilities.

Innovation:

- Innovation is a key component to developing a transportation system capable of meeting our mobility, safety and sustainability objectives.
- Programs such as the Active Transportation Plan (ATP) will help deliver projects that increase multi-modal transportation.
- The CTIP Report encourages the use of technology in addressing transportation planning and infrastructure needs.

Integration:

- California has been adding five million more residents each decade.
- The best way to accommodate California's rapid growth is to support the implementation of regional strategies, and to integrate those strategies with the state's strategies for interregional travel in California.

Key integration concepts include:

1. Planning
2. Advanced mitigation
3. Rail modernization

Reform:

- According to the report, recent laws seeking to transform transportation in California have largely left it to regions to spend state funds on new transportation projects (SB 45, 1998) and to provide the vision for our transportation future through regional planning (SB 375, 2008).
- The report recommends reforms that align regional priorities with statewide mobility, safety, and sustainability objectives.

California Transportation Infrastructure Priorities Report

Funding:

- Funding is always a challenge in California's transportation programs. Simply put, needs always outpace available revenues.
- The vision recommended is to provide a transportation system capable of meeting our mobility, safety, and sustainability objectives, and aligning resources to meet those goals.

CTIP Recommendations

Near-term Recommendations include:

Put Cap and Trade funds to work on carbon-reducing transportation investments through:

- Rail Modernization
- Sustainable Communities Implementation
- Low Carbon Transportation

Accelerate Repayment of Loans for Transportation Priorities through:

- Repayment of Highway User Tax Account Loans
- Repayment of Active Transportation and Environmental Mitigation Loans

Appropriate Remaining Proposition 1B Bond Funds

- Bond Dollars for Local Transit
- Bond Dollars for Intercity Rail
- Reinvest Bond Savings

Longer-term Recommendations include:

- Support efforts to maintain and expand the availability of local funds dedicated to transportation improvements.
- Explore a voluntary pilot program to study, review, and consider the viability of a Mileage-Based User Fee (MBUF) in California. This would have California join other western states to explore a new source of transportation funding.
- Work with the Legislature to expand the department's use of pricing and express lanes to better manage congestion and the operations of the state highway system while generating new revenues for preservation and other corridor improvements.
- Work with stakeholders to ensure the State Transportation Improvement Program (STIP) is funding projects that meet a set of performance measures to meet the state's mobility, safety, sustainability and economic objectives.
- Work to address the recommendations of the California Freight Advisory Committee (CFAC).



Tehama County Transportation Commission
Meeting Date: February 25, 2014
Department: Tehama County Transportation Commission
Prepared By: Sean Harrasser
Preparer Phone:
Preparer Email: sharrasser@tcpw.ca.gov
Regular Item

Unmet Transit Needs Feasibility Study Update

Requested Action(s)

Informational presentation on Unmet Transit Needs Feasibility Studies

Background Information:

At the October 29, 2013 meeting TCTC adopted a finding, "There are unmet transit needs, including needs that are reasonable to meet." This finding identified three unmet needs that are reasonable to meet. Feasibility studies will be done to determine how to reasonably meet the unmet needs. These include pilot routes to get reliable information on bus service for the following: 1) Glenn-Tehama Transit Connection, 2) Shasta College-Red Bluff Campus, 3) Rancho Tehama

Attachment List:

2013 unmet needs identified feasibility studies (DOCX)

2013 Identified Unmet Transit Need Feasibility Studies

Glenn County - Tehama County Transit Connection

TCTC staff is coordinating with Glenn County and their consultant LSC Transportation Consultants to begin a feasibility study and develop draft bus routing.

TCTC staff recently assisted Glenn County with RFP evaluations and other projects. This has helped familiarize TCTC staff with Glenn County's transit system (Glenn Ride). The insight gained will help with the development of a future Tehama- Glenn transit connection.

Shasta College - Red Bluff Campus

Existing TRAX routes are not able to be extended to include the Tehama Campus.

- Classes are not always in session (Spring break, Thanksgiving, Christmas, New Years, and Summer Break); meaning many possible no-ridership campus stops would occur if it were part of the fixed route service.
- The time of approximately 10 minutes to and from the campus will not accommodate the tight timing of fixed routes.

Direct shuttle was determined to be the most effective means of addressing Shasta College students going to the Red Bluff campus. The resulting proposal incorporated the following partnership ideas:

- An unused van at the Redding campus would be provided by the college
- TRAX would take care of maintenance and fuel
- Driver costs would be split between Shasta College and TRAX

A proposal was submitted to Shasta College earlier in the year, which is being reviewed and assessed by the Shasta College Administrator and staff. Additionally, a "rideshare" board for the Red Bluff campus is being explored.

Rancho Tehama

TCTC staff is studying options for providing service to Rancho Tehama. A direct shuttle linking RTR residents to existing routes is the most effective approach to meet transportation needs. Staff will be coordinating with County agencies prior to commencing RTR outreach. After preliminary work has been completed more information will be available. Funding for the pilot is also being explored. A pilot program is anticipated to gauge the cost of shuttle services, ridership levels and frequency of service needed.



Tehama County Transportation Commission
 Meeting Date: February 25, 2014
 Department: Tehama County Transportation Commission
 Prepared By: Nichole Bethurem
 Preparer Phone: 530-385-1462 ext 3031
 Preparer Email: nbethurem@tcpw.ca.gov
 Regular Item

**Authorize Executive Director to Apply for Available Federal Transit
 Administration Grant Programs.**

Requested Action(s)

Authorize Executive Director to apply for available Federal Transit Administration grant programs

Financial Impact:

None at this time.

Background Information:

Background Information:

Caltrans Division of Mass Transportation issued a call for projects for the Federal Transit Administration (FTA) grant programs. The federal programs that are accepting grant applications to fund transit projects are as follows:

- 5310 Specialized Transit
- 5311 Non-Urbanized Area Formula Grant Program
- 5311f Intercity Bus
- Congestion Mitigation and Air Quality (CMAQ)

Attachment List:

How to maximize CMAQ-Rural (PDF)

FTA grant details (DOCX)

CMAQ Program Roles and Responsibilities for Non-Attainment Rural Counties

Non-Attainment Rural Counties

Selects Projects for **Federal Programming** and
Submits Request Funding Authorization to **Local Assistance**

Federal Programming

- Provides the 4-Year Apportionment Estimates
- Programs selected projects (by Rural Counties) in the Non-MPO Portion of the FSTIP
- Maintains and monitors the Fiscal/Financial Constraint of the Non-MPO FTIP

Programming Constraint

- Programming capacity is limited to the estimated apportionment level by fiscal year
- Unprogrammed CMAQ apportionment does not “carry over” as additional programming capacity to the next or future FFY. This balance is added to your “Unobligated Balance” maintained by Local Assistance

Programming Options to maximize apportionment:

- Program eligible projects for the 4-year period (up to the annual apportionment level)
- Loan Apportionment and/or OA to another agency that can utilize them now and receive pay back in future years. Agreement must be in place and approved by Local Assistance.

District and HQ Local Assistance

- District - Responsible for project implementation
- District - Approves the RFA
- HQ-Maintains and monitors Unobligated Apportionment Balances (See DLA website: Monthly Activity Report (ie carry over, obligations, loans, federal rescission)
- HQ- AB 1012 Reporting

Options to Reduce Unobligated Balances:

- Send obligation request
- When OA becomes available in the Current Year:
 - Use Expedited Delivery Procedure Process (EPSP) to delivery already programmed project(s) in the future year.
 - Loan Apportionment to another Agency that can deliver projects now with agreement for future payback. (Consult with Local Assistance)

Federal Transit Administration (FTA) Grant Opportunities

5310 Specialized Transit

The FTA's Section 5310 program provides grants for meeting the transportation needs of elderly persons and persons with disabilities in areas where public mass transportation services are otherwise unavailable, insufficient, or inappropriate. It allows for the procurement of accessible vans and buses; communication equipment; and computer hardware and software for eligible applicants.

North Valley Services (NVS) has annually applied for replacement vehicle(s) as bus(s) within their fleet exceed its service life due to high mileage and/or years of service. NVS anticipates applying this year. As the Regional Transportation Planning Agency (RTPA), the Tehama County Transportation Commission is required to review and score the application(s) then forward appropriate forms to Caltrans. All projects are then evaluated and ranked by a committee that recommends a list of projects to be adopted by the California Transportation Commission (CTC) for funding. Specific program dates have not been released by the FTA. Caltrans Division of Mass Transportation anticipates a call for projects in September 2014.

5311- Non-Urbanized Area Formula Grant Program

On January 27, 2014, Caltrans, Division of Mass Transportation (DMT) announced the Federal Fiscal Year (FFY 2014) Federal Transit Administration (FTA) Section 5311 call for projects. An estimated \$25.7 million will be allocated statewide to enhance public transportation in rural areas. These federal funds are distributed to rural areas based on population per the US Census Bureau. Funds are used to offset annual operations costs of TRAX. The Tehama County apportionment is \$426,449, which is double the historical apportionment received, due to a \$4.2 million project savings carryover to the 2014 FFY.

Federal funds will reimburse up to 55.33% of total operations costs meaning a 44.67% state or local match is required.

All Section 5311 applications and Program of Projects (POP) forms are due to Caltrans District Transit Representatives (DTR) by May 9, 2014.

Call for projects: January 27, 2014

Applications Due: May 9, 2014

Federal Transit Administration (FTA) Grant Opportunities

5311f - Intercity Bus

5311f - Intercity Bus is a statewide competitive program that provides supplemental financial support to transit operators in non-urbanized areas with a population fewer than 50,000. Intercity bus service is defined as regularly scheduled bus service, available to the general public, operating on fixed routes to more distant points.

Objectives include but are not limited to: connection between non-urbanized and larger regional or national systems (Amtrak or Greyhound); meaningful connection and connectivity to other modes of transportation and meet broader transportation needs at other common locations (i.e. medical facility, shopping center). In the 2013 FFY \$3.6m was available to California. Transit operations receive up to 55.33% in federal funding and capital projects (vehicle procurement) are funded up to 88.53%.

These funds are a potential revenue source to extend TRAX service to Chico or

Redding. Funding is a component of the transit feasibility study and staff will work closely with Caltrans on eligibility and program requirements.

Call for projects: January 27, 2014

Applications Due: May 9, 2014

Congestion Mitigation and Air Quality (CMAQ)

The Congestion Mitigation and Air Quality (CMAQ) Program funds transportation projects or programs that will contribute to attainment or maintenance of the National Ambient Air Quality Standards (NMQS) for ozone, particulate matter, and carbon monoxide. The CMAQ program supports two goals: improving air quality and relieving congestion. Tehama County has been recently designated as non-attainment status for air quality (Tuscan Buttes area; 8 hour ozone). As of November 1, 2013 the Federal Fiscal Year (FFY) 2013-14 Tehama County apportionment is \$534,555. For FFY 2014-15 the estimated apportionment for Tehama County is \$549,374 (please note apportionments are based on estimates and subject to revision).

This is a new funding source and federal program for Tehama County and the incorporated cities. As such a significant amount of research and training is needed to establish the program, and program, implement, and construct projects.

Federal Transit Administration (FTA) Grant Opportunities

A key factor to keep in mind as the following is read and understood is, "the devil is in the details". This program has extensive requirements and the federal highway bill, MAP-21, implemented changes to the CMAQ program that are not fully vetted to date.

A. General Conditions of CMAQ

Each CMAQ project must meet three basic criteria:

1. It must be a transportation project
2. It must generate an emissions reduction
3. And it must be located in or benefit a nonattainment or maintenance area.

In addition, like all federal-aid projects, CMAQ projects must be included in transportation plans. In nonattainment and maintenance areas, the project must also meet conformity provisions of the Clean Air Act (CAA) and the transportation conformity regulations. Lastly, all CMAQ-funded projects need to complete National Environmental Policy Act (NEPA) requirements.

B. Capital Investments

CMAQ funds may be used to establish new or expanded transportation projects or programs that reduce emissions, including capital investments in transportation infrastructure, congestion relief efforts, vehicle acquisitions, diesel engine retrofits, or other capital projects.

C. Operating Assistance

There are several general conditions for operating assistance:

- a) Operating assistance is limited to new transit, commuter and intercity passenger rail service, intermodal facilities, travel demand management strategies, including traffic operation centers, inspection and maintenance programs and the incremental cost of expanding these services.
- b) In using CMAQ funds for operating assistance, the intent is to help start up viable new transportation services that can demonstrate air quality benefits and eventually cover costs as much as possible. Other funding sources should supplement and ultimately replace CMAQ funds for operating assistance, as these projects no longer represent additional, net air quality benefits but have become part of the baseline transportation network. Since facility maintenance is akin to operations, a time-limited period of CMAQ assistance provides adequate incentive and flexibility while not creating a pattern of excessive or even perpetual support.
- c) Operating assistance includes all costs of providing new transportation services, including but not limited to, labor, fuel administrative costs and maintenance.
- d) The 3 years of operating assistance allowable under the CMAQ program may now be spread over a longer period, for a total of up to 5 sequential years of support.

Federal Transit Administration (FTA) Grant Opportunities

D. Projects INELIGIBLE for CMAQ funding:

- a. Administration cost of the CMAQ program.
- b. Light-duty vehicle scrapping programs
- c. Routine maintenance and rehabilitation (reconstruction of bridges, repaving or repairing roads) are ineligible as they only maintain existing levels of service and therefore do not reduce emissions.
- d. Projects that do not meet the specific eligibility requirements of Titles 23 and 49,
- e. United States Code are ineligible for CMAQ funds.
- f. Stand-alone projects to purchase fuel.
- g. Litigation cost surrounding CMAQ or other federal-aid projects.

E. Examples of Eligible Projects:

- a. Diesel engine retrofits & other advanced truck technologies
- b. Idle Reduction projects
- c. Congestion Reduction & Traffic Flow Improvements
- d. Roundabouts, HOV lanes, left-turn or other managed lanes are eligible provided they demonstrate net emissions benefits through congestion relief.
- e. Intelligent Transportation Systems (traffic signal synchronization, traffic signal control systems, traveler information systems)

F. Transportation Control Measures

- a. Programs to control extended idling of vehicles
- b. Program for new construction and major reconstruction of paths, tracks, or areas solely for the use by pedestrian or other non-motorized means of transportation when economically feasible and in the public interest.

G. Transit Improvements

- a. New facilities (i.e. stations, terminals, transfer facilities)
- b. Rehabilitation of a facility may be eligible if the vast majority of the project involves physical improvements that will increase transit service capacity.
- c. Vehicles and equipment (to expand or replace vehicles)
- d. Fuel, only as part of a project providing operating assistance for new or expanded transit service.
- e. Operating Assistance (to introduce new service or expand existing service).

H. Bicycle and Pedestrian Facilities and programs

- a. Construction of bicycle and pedestrian facilities (paths, bike racks, support facilities etc.) that are not exclusively recreational and reduce vehicle trips.

Federal Transit Administration (FTA) Grant Opportunities

b. Non-construction outreach related to safe bicycle use.

I. Title VI Compliance Requirements

As of December 12, 2013, the FTA has required that all recipients of Section 5311 funds have a Title VI Plan in place prior to awarding federal project grants. Therefore,

Caltrans is requiring sub-recipients to submit a Title VI Plan prior to execution of any FFY 2014 project standard agreements. Plans are due to Caltrans by June 30, 2014.

Staff Actions

- Staff will participate in a Title VI workshop in Woodland on March 5th.
- Staff already started working with NVS to coordinate development of Title IV plans so both agencies will be eligible for federal funds next fiscal year.
- Congestion Mitigation and Air Quality (CMAQ) Applications and POP forms are due to Caltrans Districts by April 15, 2014.
- Title VI, 42 U.S.C. §2000d et seq., was enacted as part of the Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.



Tehama County Transportation Commission
 Meeting Date: February 25, 2014
 Department: Tehama County Transportation Commission
 Prepared By: Sean Harrasser
 Preparer Phone:
 Preparer Email: sharrasser@tcpw.ca.gov
 Regular Item

Approve Budget Transfers Fund 527-3033 & 3034

Requested Action(s)

- a) Increase fund 527-3033-53230 (Professional and Special) by \$30,000 and reduce 527-3033-599005 (Transfer To Admin.) by \$30,000.
- b) Reduce funds in 527-3034 -53230 (Professional and Special) by \$30,000 and reduce revenue in fund 527-3034-599005 (Transfer to Admin.) by \$30,000.

Financial Impact:

The budget transfers will streamline the payment process of Public Works invoices.

Background Information:

In prior years the TCTC Administration fund (527-3034) paid all of the Public Works invoices then billed the various funds for reimbursement. With this transfer, Public Works will invoice the different funds directly, simplifying the process and result in more timely payment and revenue for the affected funds.

Attachment List:

Transfer 3033-3034 (PDF)

Tehama County Auditor's Office

BUDGET APPROPRIATION TRANSFER REQUEST

Auditor Number

B-40

DEPARTMENT NAME Tehama County Transportation Commission

Date:

February 19, 2014

This budget transfer request is to streamline the payment processing of Public Works' invoices

Budget Transfer From				Budget Transfer To			
FUND DEPT NO	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT	FUND DEPT NO	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
527 3033	599005	Transfer To Admin.	\$ 30,000.00	527 3033	53230	Professional & Special	\$ 30,000.00
527 3034	53230	Professional & Special	\$ 30,000.00	527 3034	599005	Transfer to Admin	\$ 30,000.00
Total Journal			\$ 60,000.00	Total Journal			\$ 60,000.00

TRANSFER APPROVED

Krista Peterson 2/19/14
AUDITOR DATE

[Signature] 2-19-14
SIGNATURE OF REQUESTING OFFICIAL DATE

BOARD OF SUPERVISORS DATE



Tehama County Transportation Commission
Meeting Date: February 25, 2014
Department: Tehama County Transportation Commission
Prepared By: Sean Harrasser
Preparer Phone:
Preparer Email: sharrasser@tcpw.ca.gov
Regular Item

Approval of TCTC Claims in the Amount of \$11,270.06

Requested Action(s)

Approve Claims for December 2013-January 2014 in the amount of \$11,270.06

Financial Impact:

\$11,270.06

Background Information:

Attachment List:

TCTC - Claims (DOCX)

527 Commission - Dec '13 - Jan '14

Corning Chamber of Commerce - Membership Fees '14	\$75.00
CTF - Registration Fee	\$150.00
Adam Hansen ReimbTravel Exp Mtgs 10/10-11/22/13 RB,Redding,Sacto	\$211.71
Cal Act - Membership Fees '14	\$460.00
Mtg Stipds 11/26/13 Strack,Williams,Schmid,Garton,Chamblin,Christison	\$600.00
Mtg Stipds 12/10/13 Strack,Williams,Schmid,Garton,Chamblin,Christison	\$600.00
Vestra Resources - GIS Services Dec '13	\$2,472.10
Tehama County Auditor - Admin Costs '13-'14	\$3,246.00
Vestra Resources - GIS Services Nov '13	\$3,455.25
	\$11,270.06