

## **TEHAMA COUNTY TRANSPORTATION COMMISSION MINUTES OF DECEMBER 15, 1999**

Present: Chairman Ron Warner, Commissioners' Earl Wintle, George Russell, Ross Turner, Rex Roush. Absent: Commissioner Willard. Also present: Barbara O'Keeffe Transit Manager, Gerry Brownfield, Deputy Director Public Works, Debbie Pederson, Caltrans District 2, Gary Antone, City of Red Bluff, Peter Harvey, City Manager-Red Bluff, Roy Berlinghoff of Laidlaw.

1. **CALL TO ORDER:** The meeting was called to order by Chairman Warner at 9:33 A.M.
2. **PUBLIC COMMENT:** None
3. **APPROVE MINUTES:** Motion by Commissioner Roush and second by Commissioner Wintle to approve the minutes of September 29 and November 17, 1999. Commissioner Russell, as to form on September's minutes. Carried 5-0 with 1 absent.
4. **PUBLIC HEARING FOR SECTION 5311 VEHICLE PROCUREMENT:** The Chairman opened the public hearing at 9:24 A.M. and closed with no comments.
5. **PROJECT STUDY REPORTS FOR THE STATE HIGHWAY SYSTEM(Res.23):** Staff revised Resolution 23-1999 to read "1.5 miles of State Route 36." With no questions, Commissioner Turner moved to approve Items 1, 2, & 3 of Agenda Item 5 with noted corrections. Motion to second by Commissioner Roush and carried by those present 5-0 with 1 absent.
6. **ADOPTION 1998 REGIONAL TRANSPORTATION PLAN(RTP):** Barbara O'Keeffe, Transit Manager, discussed with the commission the tremendous amount of work put into the RTP. This tool is a foundation and basis of all transportation work to be completed. The projects listed are included in the STIP and the State then adopts the RTIP into the STIP. Another important note is that small rural counties such as Tehama, if you're a regional transportation planning agency and the Federal monies, there is also a FTIP. The projects from this adopted RTP document are pulled directly into the Federal TIP. MPO's must do this work themselves and Tehama County was fortunate in that the District does the "FTIP" on our behalf.

Staff congratulated the Commission and the Cities for their collaboration between agencies for this document. This was noted in Sacramento yesterday during a workshop for rural counties, by Pete Hathaway, Deputy Director of the California Transportation Commission. Mr. Hathaway felt the Tehama RTP was a good

example of how counties invest their monies.

Staff was questioned by Commissioner Russell with regard to money for rehabilitation needs in the future. Staff stated that the STIP process is cumbersome and does not lend itself to rehab projects. Historically, the STIP has been a method to program capitol improvements.

Commissioner Russell commented there is a recognition of need so what will be the resolution. Considering the fact the Legislature is aware of what is happening, could they say that "Yes, you no longer can use the STIP money for rehabilitation." It remains to be seen. Staff agreed it will be difficult to know the future.

With regard to the expenditure plan, staff was informed by the CTC liaison the current discussions and legislation would possibly not require an expenditure plan. Staff noted that this was subject to change.

Commissioner Russell felt working with more than one county and hiring a consultant to prepare the plan may be necessary.

Peter Harvey, Red Bluff City Manager, apologized to the Commission for not contacting staff, but his concern with the plan was timing. With the adoption of this 1998 plan in late 1999, perhaps an update would be needed.

Refers to Glenn County Senior Nutrition Program which indicates being done by Glenn County. (As of July 1, 2000, we know that will no longer be Glenn County and Tehama County is facing a substantial transportation issue with this program.)

Also, on "thou shalt's" dealing with bikeways, but the text of the plan says the Bikeway Plan is not adopted, which it is now.

Mr. Harvey said fine tuning needs to be done before adoption. It was his feeling that if it is not in the Plan, there will be no funding.

Staff noted that there is one sentence (Page 26) which was an over-site and reads, " It is anticipated that the county Bikeway Plan will be adopted in 1999." It does state it was adopted in September in the following paragraph.

Barbara O'Keeffe added, the reason it is critical to have this plan in place and updated is, as Caltrans specified, the information was based on what was available in July. With drafts of this plan circulated in July and made available for public review and because the RTP Guidelines were reworded and adopted by the CTC, it was important to have this plan as consistent as possible with SB45 and our RTIP Projects. We will continually program STIP dollars and we want an RTP that is consistent with the RTIP amendments. That is the basis of the CTC's

determination. Discussion between the City's, Staff and Sharon Severson, Consultant, gave ample time to review the document. Staff suggested a cover letter to correct the Senior Nutrition Program.

Debbie Pederson, Caltrans District 2, explained to the Commission the RTP were due in December 1998. However, with the passage of SB45, it allows latitude because there were not guidelines in place for the new amendments. RTIP projects that you are going to programming have to be consistent with your RTP in between that period of time, so right now the new RTP are due by 2001 that will fully compliant with SB45.

Motion by Commissioner Wintle to postpone approval of Resolution 24-1999 until the February meeting to include an addendum to reflect the City's comments. Second by Commissioner Turner. Carried 5-0 with 1 absent. Commissioner Russell suggested any changes be submitted in writing to staff.

7. **APPROVE TRAX SCHEDULE AND FARES:** Barbara O'Keeffe presented the new TRAX schedule to the Commission. City Manager Peter Harvey spoke with regard to timing and implementation of the service to Red Bluff. Mr. Harvey presented to the HRBA an outline of parking facilities in the City which HRBA felt was not acceptable, but changes will not be difficult.

Barbara O'Keeffe discussed changes in the schedule and fares. Commissioner Turner complimented staff on the simplicity of the schedule and asked for a summary of ridership and recovery.

Motion by Commissioner Turner to approve the TRAX schedule and fares as presented to be effective January 17, 2000. Second by Commissioner Russell and carried 5-0 with 1 absent.

8. **SECTION 5313 TRANSIT DEVELOPMENT PLAN (TDP):** Barbara O'Keeffe discussed the most important part of the Transit Development Plan is that it is a product-driven document. The Regional Transportation Planning Agency (RTPA) application for 1999/00 Discretionary Transportation Planning, Section 5313 funds were approved for \$44,814 with a local match of \$11,250. The RTPA approved the Request for Proposals (RFP's) and thirteen RFP's were distributed and four proposals were received and evaluated by the Selection Committee.

Motion by Commissioner Wintle and second by Commissioner Russell to approve the recommendation of Mark Wall and Associates to prepare the TDP by the 5313 Selection Committee and authorize the Executive Director to execute a contract with

Mark Wall Associates to prepare the 2000 TDP for Tehama County Regional Transportation Planning Agency. It was further moved to adopt Resolution 25-1999 authorizing the Executive Director and Transit Manager to execute documents including, but not limited to, the TDP contract, invoices and reports. Motion carried 5-0 with 1 absent.

- 9. **ANNOUNCEMENTS:** Staff informed the Commission of the successful Stuff-A-Bus event. Donations were taken to the Salvation Army yesterday.

It was the recommendation of Staff to cancel the January Commission meeting.

Regarding the VanTrans and TRAX accidents, all information was submitted to Risk Management.

- 10. **CORRESPONDENCE:** Correspondence was presented and accepted.

11. **WARRANT REGISTER**

<u>November, 1999</u>	<u>AMOUNT</u>
Corning Hometown Christmas Entry Fee	\$10.00
Red Bluff Community Center ( Van Trans Advertising-December)	\$10.00
Red Bluff Community Center (TRAX Advertising-December)	\$10.00
Red Bluff Daily(Legal Notice)	\$10.40
Red Bluff Daily(RTP Notice)	\$33.06
Pacific Bell ( 385-2200)	\$56.91
Business Connections(W.B.Estates Survey)	\$70.00
Red Bluff Chamber of Commerce Dues(11/1/99thru 10/31/00)	\$75.00
Sharon Severson	\$792.15
Mark Wall Associates(ADA)	\$1,345.00
City of Red Bluff(Admin. for Bikeways Plan)	\$2,164.00
Sharon Severson(98 RTP)	\$5,950.00
Tehama County Public Works (Svs. 7/1/99 to 9/30/99)	\$7,420.18
Laidlaw Transit Svs. (Vantrans)	\$20,678.21
Laidlaw Transit Svs. (TRAX)	<u>\$23,217.15</u>
Sub Total	\$61,842.06

Motion by Commissioner Russell and second by Commissioner Wintle to accept the warrants. Carried 5-0 with 1 absent.

12. **CLAIMS**

Impressive Print (TRAX Brochure)	\$350.00
Sacramento Bee	\$378.72

No. Calif. Planning & Research (Bike Plan)	\$566.61
Business Connections(W.B.Estates Survey)	\$160.68
Business Connections(Extra Help Payroll-10/17/99-10/31/99)	\$1,505.78
Business Connections(Extra Help Payroll-w/e 11/7/99)	\$351.35
Business Connections(Extra Help Payroll-w/e 12/5/99)	<u>\$383.83</u>
Sub Total	\$3696.97

Motion by Commissioner Russell and second by Commissioner Wintle to accept the claims. Carried 5-0 with 1 absent.

**13. ADJOURN**

With no further business the meeting adjourned. 10:53 a.m.

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Chairman

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Secretary/Deputy