

# TEHAMA COUNTY TRANSPORTATION COMMISSION MINUTES OF MAY 22, 2001 MEETING

Present: Commissioners Turner, Roush, Russell, Stevens, Warner. Absent: Commissioner Willard. Also present: Barbara O’Keeffe, Transit Manager, Gerry Brownfield, Deputy Director of Public Works, Transportation Planners’ Kevin Rosser and Tim Bollmann, and Andrea Fields of Caltrans District 2.

1. Call to order: The meeting was called to order by Chairman Ross Turner at 3:00 P.M.
2. Approval of April 25, 2001 Minutes: Motion by Commissioner Roush and second by Commissioner Warner to approve the minutes. Carried 5-0 with 1 absent.
3. Public Comment: None
4. Unmet Transit Needs Public Hearing: Barbara O’Keeffe, Transit Manager, summarized the public hearings held at Red Bluff, Corning and Tehama City Council meetings.

Chairman Turner opened the Public Hearing at 3:04 P.M.

Andrea Fields of Caltrans attended the City of Corning and Red Bluff City Council meetings and reviewed the Unmet Transit Needs process, Local Transit Funds (LTF), State Transit Assisted (STA), and TDA funding. Summarization was done for the Unmet Transit Needs Process and a flow chart was presented to show distribution to cities and county.

With no questions from the Commissioners, Tim Bollmann, Transportation Planner read the definitions of Unmet Transit Needs and Reasonable to Meet.

## **Tehama County Transportation Commission Definitions of “Unmet Transit Needs” & “Reasonable to Meet”**

**Adopted April 14, 1998**

### **“UNMET TRANSIT NEEDS”:**

Those public transportation services which that have not been funded or implemented but have been identified: through public input, including the annual unmet transit needs public hearing, transit needs studies and other methods approved by the Commission.

### **Unmet transit needs specifically include:**

- Public transit services not currently provided for persons who rely on public transit to reach: employment, medical assistance, shop for food or clothing, to obtain social services such as health care, county welfare programs and educational programs.
- Trips requested by the transit dependent or transit disadvantaged persons, for which there is no other available means of transportation. Transit dependent or transit disadvantaged shall include, but not be limited to, the

elderly, the disabled and persons of limited means.

### **“REASONABLE TO MEET”**

The definition of Reasonable to Meet is based on the requirements of the Transportation Development Act (TDA). More specifically, those public transportation services that are Reasonable to Meet are those which meet the following criteria:

- (1) Pursuant to the requirements of PUC Section 99401.5 (c), a determination of needs that are reasonable to meet shall not be made by comparing unmet transit needs with the need for streets and roads. The fact that an identified need cannot fully be met based on available resources shall not be the sole reason for finding that a transit need is not reasonable to meet.
- (2) Services which, if implemented or funded, complies with a 10% farebox recovery ratio and/or TDA section 99268 et.seq.
- (3) Services which, if implemented or funded, would not duplicate or replace existing services. The Commission may use the following as a determinant in the implementation of new services:
  - a. Forecast of anticipated ridership if service is provided.
  - b. Estimate of capital and operating costs for the provision of such services.
  - c. Estimate of farebox recovery ratio.
- (4) Services which, if implemented or funded, would not cause the responsible operator to incur expenditures in excess of the maximum amount of:
  - a. Local Transportation Funds and State Transit Assistance Funds which may be available for such operator to claim.
  - b. Federal Transportation Administration (FTA) Funds or other support for public transportation services which are committed by federal and/or state agencies by formula or tentative approval of specific grant requests.
  - c. Farebox and local funding in compliance with PUC Section 99268 et. seq.

Commissioner Warner questioned if there were any response for unmet needs.

Barbara O’Keeffe answered: The City of Corning requested work with Tehama Estates for dental appointments; and the City of Red Bluff requested transportation consideration to the Farmers Market as well as later hours for going to the park; also connection to RABA and fare charges were discussed and assistance to passengers with packages.

Bill Brashears, Project Manager of Laidlaw, complimented staff on the outreach achieved. Free rides were offered by Laidlaw to attend this hearing.

Gail Locke of the SSTAC also complimented staff for the outreach and asked that it continued.

The Public Hearing was closed at 3:13 P.M.

No action was taken on this item.

5. Flores Access Road Project Delivery Team Update: NOTE: This item was not presented until 3:40 P.M. Gerry Brownfield, Deputy Director of Public Works discussed the PDT meeting held May 2<sup>nd</sup>. The CTC request for allocation for program PS&E funds and right of way funds amounted to \$93,000 for the project. The CTC denied our request for extension of time. An alternate plan (CEQA) was to be ready by June 5<sup>th</sup> Board of Supervisors meeting. They could adopt the CEQA which would allow us to allocate the money by June 30<sup>th</sup>.

The Commission was reminded that the project consists of State and Federal monies. The CEQA and NEPA are the requirements for clearing environmental. The State process was denied and now the second option is requested. One other choice was to let the money revert back to the unprogrammed shares for Tehama County. The money would then be reprogrammed in the 2002 STIP which would delay the project six to eight months.

The US Corps of Engineer wetland delineation is still being verified. No correspondence from the Corps has been received at this time.

Commissioner Willard entered at 3:46 P.M.

6. Appointment of Don Raffaelli to CTC: NOTE: This item was done as the 5<sup>th</sup> item. Gary Plunkett was unable to attend. This item was addressed by Barbara O'Keeffe. The CTC is lacking rural representation and staff felt it was in the Commissions best interest to provide a letter of support on Don Raffaelli's behalf to Governor Davis. Staff asked the Commission to authorize the Chairperson to sign the letter of support.

Commissioner Russell motioned to approve staffs request to support the appointment of Mr. Raffaelli to the CTC by sending correspondence to Governor Davis. Motion second by Commissioner Roush.

Commissioner Stevens requested that due to the Governor's interest in the energy crises, staff request a speedy appointment.

With the addition to the letter requesting "speedy appointment", the motion was amended by Commissioner Russell and seconded by Commissioner Roush. Motion carried 5-0 with 1 absent.

7. Written approval for additional Federal Funds for Construction Contract Change Orders for 2001/02 Bridge and Road Projects: Motion by Commissioner Russell and second by Commissioner Warner to accept by title only Resolution 9-2001. Carried 5-0 with 1 absent.
8. Warrant Register Resolution 10-2001: Motion by Commissioner Warner and second by Commissioner Stevens to accept Resolution 10-2001 as presented without reading. Carried 5-0 with 1 absent.
9. Continuing Operations Authority: Motion by Commissioner Stevens and second by Commissioner Roush to accept by title Resolution 11-2001. Carried 5-0 with 1 absent.
10. MET's Mileage Reimbursement Rate: Barbara O'Keeffe discussed the request to increase the mileage rate for volunteer drivers of MET's.

Motion by Commissioner Russell to increase the reimbursement rate to 34.5¢. Second by Commissioner Roush and carried 5-0 with 1 absent.

11. Laidlaw Contract Amendment: Barbara O’Keeffe addressed the issue of the June 30 expiration of the Laidlaw contract. Staff requested the Commission extend the contract one year until the RFP process is complete and a new contract is in place by July 2002.

Staff acknowledged Bill Brashears has greatly improved the operations of bus service in the County. Mr. Brashears has also offered to create a website for TRAX and VanTrans which will allow an additional opportunity for the public to obtain bus schedules and other information relative to transit.

Commissioner Stevens confirmed the improvement of the bus service since Bill Brashers has taken over.

Motion by Commissioner Russell and second by Commissioner Warner to approve the amendment to extend the Laidlaw contract from July 1, 2001 and ending June 30, 2002. Motion carried 5-0 with 1 absent.

12. 2001 Regional Transportation Plan (RTP) Update: Kevin Rosser presented information on the Regional Transportation Plan (RTP) as the foundation document for transportation planning improvements. The RTIP, if adopted by the TCTC, is the document used by local agencies to get projects into the STIP. The CTC approves the RTIP’s and then adopts all RTIPs into the STIP.
13. Planning, Programming and Monitoring (PPM) Update: Kevin Rosser presented information regarding Quincy Engineering which is in the process of preparing our RTP. 20% of the \$151,000 has been invoiced by Quincy Engineering and they have coordinated the 2000 RTIP, represented the Commission at CTC meetings and various guideline meetings and coordination with staff and cities.
14. STIP Distribution Formula and Funding: Andrea Fields presented information as requested by the Commission at a previous meeting regarding the STIP distribution formula, identification of state and federal dollars and the guidelines.
- Local rehab projects
  - Project delivery
  - Large State projects
  - Delivery on time
  - CTC has no control over bids
  - Joint funding
  - Engineers Final Estimate
  - Adjustment of funds allocated by the Commission
  - AB608 for returning savings to local agencies

Barbara O’Keeffe distributed a letter from Regional Council of Rural Counties (RCRC) which is sponsoring Assemblyman Dick Dickerson’s AB608. Staff felt it would be appreciated and appropriate for this Commission to authorize our Chairman to sign a similar letter supporting AB608.

Commissioner Willard motioned the letter to be composed by staff and the Chairman review and sign with a copy being sent to RCRC.

Commissioner Russell second the motion.

Commissioner Russell questioned the action of this agenda item as did Chairman Turner due to the

recommendation being "informational".

Chairman Turner questioned if the TCTC was exceeding their authority as an emergency add on item, or did the Commission think it is an acceptable action.

Commissioner Willard confirmed that it did say action item on the agenda and Chairman Turner confirmed the action by the Commissioners.

Motion carried 6-0 with 0 absent.

15. Transit Reports: Transit reports were distributed to the commission and an Power Point presentation was given.
16. Correspondence: As presented
17. Warrants

**Warrant Register by Claimant**

Cal Trans (Subscription)	\$	10.00
Tim Bollmann (travel)	\$	30.05
Corning Observer (Subscription)	\$	60.00
Impressive Print	\$	94.43
Independent Living ( April)	\$	268.00
City of Tehama (LTF 4/13-5/11)	\$	830.78
Mets Imprest Account Reimb 12/17-2/1	\$	1,168.52
Quincy Engr ( STIP Pymt 7)	\$	7,170.13
County of Tehama Public Works (1/01-3/01/01)	\$	8,461.17
City of Corning (LTF4/13-5/11)	\$	11,825.17
Laidlaw Transit ( VT 4/1-4/30/01)	\$	21,377.91
City of Red Bluff (LTF 4/13-5/11)	\$	25,279.55
Laidlaw Transit ( TRAX 4/1-4/30/01)	\$	29,791.26
County of Tehama Public Works (LTF 4/13-5/11/01)	\$	69,958.42
Total		\$176,325.39

Motion by Commissioner Warner and second by Commissioner Willard to accept the warrants. Carried 6-0 with 0 absent.

18. Claims

<u>Claims</u>	
Pacific Bell ( 800 Number)	\$ 7.29
Pacific Bell ( 385-2200 Number)	\$ 24.03
Barbara O'Keefe (Travel & Ad)	\$ 32.21
County of Tehama (WE 605 )	\$ 329.19
CDWG (Transit Mgr Computer + Software)	\$2,445.46
SYSTech (projector)	<u>\$4,765.79</u>
Total	\$ 7,603.97

Motion by Commissioner Roush and second by Commissioner Willard to approve the claims.  
Carried 6-0 with 0 absent.

19. With no further business the meeting adjourned at 4:15 P.M.