

TEHAMA COUNTY TRANSPORTATION COMMISSION  
MEETING MINUTES OF DECEMBER 17, 2002

Present: Commissioners' George Russell; Rex Roush; Ross Turner; Ron Warner and Charles Willard. Absent: Commissioner Larry Stevens. Also present: Barbara O'Keeffe, Transit Manager; Gerry Brownfield, Deputy Director and Jeff Schwein, Transportation Planner.

1. CALL TO ORDER: The meeting was called to order by Vice Chairperson George Russell at 8:03 a.m.
2. PUBLIC COMMENT: Jeff Schwein, Transportation Planner for TCTC discussed the budget crises and the CTC meeting that was attended December 12, 2002. A January 17, 2003 emergency CTC meeting has been scheduled to address the issue including solutions if the proposed budget passes.
3. APPROVAL OF OCTOBER 1, 2002 MINUTES: Motion by Commissioner Turner and second by Commissioner Russell to approve the minutes. Carried 5-0 with 1 absent.
4. ANNOUNCEMENTS: Barbara O'Keeffe announced the 2004 STIP meeting date of December 17, 2002.
5. PRESENTATION OF DRAFT RTPA HANDBOOK: Richard Ledbetter and Scott Maas of Fehr & Peers, presented to the Commission an update regarding the progress on the Regional Transportation Planning Agency Handbook. The final product will be an electronic version which will enable people to reference procedures, form and policies.
6. FLORES AVENUE UPDATE: Gerry Brownfield, Deputy Director of Public Works, announced the meeting that took place with County Staff, Caltrans and FHWA on November 8<sup>th</sup> to determine the procedure from this point on. FHWA agreed to our studies, alternatives and proceed to the resource agencies (US Corps of Engineers, USFWL, EPA and the California Fish & Game).

FHWA questioned if all alternatives were examined and staff informed them that where ever the alternative location, there would be similar types of impacts. Alternative "C" has the least number of impact with regard to vernal pool and vernal swales.

January 7, 2003, a meeting is scheduled with the US Corps of Engineers to request a signed concurrence regarding: the actual purpose and need of the project; criteria used to determine the alternatives; and the alternatives we are looking at.

Gerry Brownfield said the next step, once FHWA signed the letter of concurrence, was to examine mitigation and impacts. Locations along Coyote Creek are intended to be used for mitigation of impacts for vernal pools and swales along the alignment. The January 7<sup>th</sup> meeting will provide more information of what the Corp will require as far as mitigation. The number of acres for mitigation is negotiable due to the condition of the vernal swales in the area.

Commissioners requested that additional correspondence and contact with Congressman Herger's office continue and encourage them to attend this meeting in January.

7. **TEA RE-AUTHORIZATION PROJECT SUBMITTALS:** Jeff Schwein, Transportation Planner, reviewed the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) which will expire September 30, 2003. Reauthorization and the new name TEA-3 is currently being developed. The Technical Advisory Committee (TAC) for the STIP has recommended two projects for consideration, South Avenue interchange and South Main Street interchange. Both projects, in conjunction with Shasta County, are being presented to Congressman Herger and seek approval.

Motion by Commissioner Turner and second by Commissioner Warner to approve the projects for consideration.

Commissioner Willard requested that Liberal Avenue, due to the influx of people would justify ranking amongst the two top priorities if not adding a third.

Barbara O’Keeffe confirmed this had been discussed at the TAC meetings. With the Native Americans pipeline and efforts to the reauthorization, the Native Americans may be able to assist. The TAC will discuss the matter.

With a timeline of February 2003, Commissioner Willard felt that a multi-agency cooperative agreement would be of benefit.

The motion by the Commissioners was amended to include Liberal Avenue on projects for reauthorization of TEA-21. Motion carried 5-0 with 1 absent.

8. **ADOPTION OF 2001-2002 FINANCIAL STATEMENTS/AUDIT REPORTS:** Barbara O’Keeffe provided a brief overview of the Audit Reports completed by R.J. Ricciardi. With no questions, motion by Commissioner Willard and second by Commissioner Turner to adopt the 2001/2002 financial audit report and management letter and Resolution 25-2002. Motion carried 5-0 with 1 absent.
9. **2003 COMMISSION MEETING CALENDAR:** Motion by Commissioner Turner and second by Commissioner Willard to approve the calendar as presented. Carried 5-0 with 1 absent.
10. **5313 GRANT APPLICATIONS:** Barbara O’Keeffe reported that after the Commission approved Resolution 24-2002 supporting applications and the need for additional funding, applications to Caltrans have been submitted for community based transportation planning in the amount of \$65,700. This grant will be used to provide an update of the circulation element in the General Plan. The County will provide the 20% matching funds.

The second grant application was for transit professional development. The handbook presentation is a result of a previous grant. Another grant application was prepared under the category of transit professional development. This was an opportunity to fund all travel, training and coordination and pay for a Transit Intern. There is a 10% match which would be received from the Overall Work Program (OWP). Award information on these grants is not anticipated until July or August of 2003.

Commissioner Turner questioned if the City of Tehama had sent a letter of support and staff apologized for the oversight. Correspondence had been received, but not included in packet.

11. **TIMELINE FOR NEW TRAX ROUTES:** Barbara O’Keeffe updated the Commission on the draft routes. Meetings continue with stakeholders and focus groups, along with training of dispatch and drivers in January. Staff will continue with monthly updates.
12. **CORRESPONDENCE:** Barbara O’Keeffe noted that in this crisis of funding and budgets, there is a high point which denotes there is an \$14,167 increase in FTA Section 5311 funds.

With regard to safety issues on Main Street, it was requested to the Red Bluff City Managers the opportunity of transit be included in their planning checklist.

Follow-up correspondence was sent to Rolling Hills Casino to keep them informed of our programs. The Casino has not requested any type of service, but staff and City officials have met numerous times to offer and inform them of our services.

13. **CLAIMS:** Motion by Commissioner Turner and second by Commissioner Willard to accept the Claims/Warrants for December 17, 2002 in the amount of \$544,912.44. Motion carried 5-0 with 1 absent.
14. **ADJOURN:** With no further business, the meeting adjourned at 9:03 a.m.