

TEHAMA COUNTY TRANSPORTATION COMMISSION  
MEETING MINUTES OF JUNE 18, 2002

Present: Vice Chairman, Larry Stevens Commissioners': Ron Warner, Ross Turner, George Russell and Charles Willard, Rex Roush (arrived at 8:37)

1. Call to Order: The meeting was called to order at 8:30AM by Vice Chairman Larry Stevens.
2. Approval of Minutes for May 21, 2002 Motion was made by Commissioner Turner and second by Commissioner Warner. Motion passed 5-0. 1 Absent.
3. Public Comment: Venita Philbrook gave an update and status report for the Red Bluff Trails United's current activities. Commissioner Charles Willard stated that the Adobe Road Project is progressing quite well and he is please with the progress.
4. Announcements: Transit Manager Barbara O'Keeffe presented information regarding the grant award to the Home Health for Hispanic Mothers. One of the goals is to allow twenty-four people to become independent with regards to the transit system.
5. Unmet Transit Needs: The SSTAC met regarding the needs of Seniors and the disabled in Corning. It is the finding and recommendation from SSTAC that they were unable to determine if there are unmet transit needs at this time. The SSTAC will return to the Commission in December with further findings. It is possible that route deviation will alleviate the problem. Commission adopted the unmet needs findings, Resolution 17-2002, that there are unmet transit needs, including needs that are reasonable to meet.

Motion by Commissioner Turner and second by Commissioner Russell to approve Resolution 17-2002 adopting the finding that there are unmet transit needs, including needs that are reasonable to meet. Motion carried 6-0 with 0 Absent.

6. Federal 5313(b) Planning Grant for RTPA Handbook: Staff informed the Commissioners' of approval for the Grant money for the purpose of hiring a consultant that would develop a Transportation Professional Development Handbook.

Motion by Commissioner Russell and second by Commissioner Stevens to:

- a. Approve the request for proposal for RTPA Handbook with modifications of using several formats for computer accessibility by all.
- b. Authorize Staff to advertise for RFP
- c. Authorize Executive Director to oversee selection of consultant and execute an agreement.
- d. Adopt Resolution 18-2002, authorization of all phases of the RTPA Handbook.

Motion carried 6-0 with 0 Absent.

7. Recognition of Laidlaw for Service Provided Over the Years: Barbara O’Keeffe, Transit Manager, expressed appreciation to Laidlaw Transit Services, Inc. for their services provided and requested the Chairman sign letters of recognition.

Motion by Commissioner Turner and second by Commissioner Stevens to approve the Chairmans signature to the correspondence to Laidlaw Transit Services.

Motion carried 6-0 with 0 Absent.

8. Introduction of Paratransit Services: Steve Abegg, Vice President of Operations of Paratransit Services, gave a brief overview of his company.
9. California Transportation Commission Meeting Update: Kevin Rosser, Environmental Planner, attended a CTC meeting where requests were denied for supplement funding allocation requests for STIP projects. It is expected the CTC will develop their criteria and possibly distribute funds at the October meeting.

Commissioner Willard questioned if there were recommendations from the TAC with regard to any action that should be considered.

Kevin Rosser answered that the TAC deleted a chip seal project, but could not remember which one. There was no further discussion or action on this item.

10. 2002/03 Overall Work Program: Tim Bollmann, Transportation Planner, discussed the annual Overall Work Program (OWP) for 2002/03 and where funds would be distributed. Significant increase in aviation planning due this year as air quality non-attainment has not been designated yet.

Commissioner Russell motioned to adopt Resolution 19-2001, Overall Work Program 2002/03 (Note: This resolution was later corrected to reflect No. 19-2002). Second by Commissioner Warner and carried 6-0 with 0 absent.

11. Adoption of 2000 & 2001 Financial Audit Reports: Barbara O’Keeffe, Transit Manager, discussed the distribution of audit reports for both fiscal years 2001 and 2000. Staff is submitting a resolution to approve the independent audits prepared by RJ Ricciardi and management letters.

Motion by Commissioner Turner and second by Commissioner Willard to approve Resolution No. 20-2002 and management letters adoption of the 2001 and 2000 financial audits. Carried 6-0 with 0 absent.

12. GIS Update: Kevin Rosser introduced Doti Watkins, Public Works GIS intern, currently working on the GIS data base.

Doti Watkins discussed the delivery of a server from Chico State University for file structure. Many different files can be stored including maps, areal photos, land use, well density and many other valuable information needed by the County. A demonstration followed.

Chairman Roush re-opened the Public Comment Period at 9:15 a.m.

Mike Rose of Caltrans introduced Jeff Blin resident Engineer who gave an update on the Adobe Road project and the Nine Mile Hill passing lane. A public meeting was held regarding Nine Mile Hill and there was no opposition to the project. Environmental should be available this time next year. If all goes well this should begin construction in November of 2005.

The Adobe Project is well underway. Commissioner Warner wanted to clarify the fact that the bid for this project came in lower than the original estimate. Can Caltrans and the City strike a deal to do something with Adobe Road between the overpass and Main Street. Mr. Blin stated that he has no information on that and he is only authorized to build what is on the plan provided to him. In regards to the time line, the contractor is not anticipating a winter suspension. Stage one should be complete on November 21, 2002. Over the winter the existing structure will be demolished and Stage two is to be completed by May 9<sup>th</sup>, 2003. Barbara O’Keeffe said that she and the Commission are very pleased with May as a completion date.

Public Comment was closed at 9:25 a.m

13. Election of Chair and Vice Chair for 2002/03 Fiscal Year: Chairman Roush thanked Staff and members for their assistance in his year of Chairperson of the Commission.

Motion by Commissioner Turner to nominate Commissioner Stevens as Chairman. Second by Commissioner Willard and carried 6-0 with 0 absent.

Motion by Commissioner Willard and second by Commissioner Stevens to nominate Commissioner Russell as Vice-Chairman. Carried 6-0 with 0 absent.

14. Warrants & Claims: Motion by Commissioner Russell and second by Commissioner Warner to approve the Warrants (\$99,963.62) and Claims (\$99,211.52). Motion carried 6-0 with 0 absent.
15. Adjourn: With no further business, the meeting adjourned at 9:30 a.m.