

TEHAMA COUNTY TRANSPORTATION COMMISSION MEETING MINUTES OF APRIL 20, 2004.

Present: Commissioners': Larry Stevens, Ross Turner; George Russell; Ron Warner; Rex Roush; and Charles Willard. Also present: Barbara O'Keeffe, Transit Manager; Jeff Schwein, Transportation Planner; Scott White and Sandy Smith of District 2.

1. **CALL TO ORDER:** The meeting was called to order by Chairman Larry Stevens at 8:02 a.m.
2. **APPROVAL OF MARCH 30, 2004 MINUTES:** Motion by Commissioner Turner and Second by Commissioner Russell to accept the minutes as presented. Commissioner Stevens as to form. Carried 5-0 with 1 absent.
3. **PUBLIC COMMENT:** None
4. **ANNOUNCEMENTS:** Jeff Schwein informed the Commission that the 2004 RTIP has been sent to CTC and Caltrans requesting \$15 million for projects. Funding may not be received during the first year of the program, but the Transportation Enhancement Projects are expected to go forward.

Commissioner Willard entered.

Commissioner Warner questioned if projects for City of Tehama in 05/06 would not be completed and staff confirmed they probably would be pushed out.

5. **PROJECTED FY 03/04 LTF FOR STREETS AND ROADS:** Barbara O'Keeffe updated the Commission of the Local Transportation Funds for Streets and Roads. Spreadsheets were presented in the packet.

Commissioner Willard questioned if the increase in sales tax had any affect and staff answered it had and also the County Auditor's estimate was conservative.

6. **APPROVE LTF TRANSFERS TO TRANSIT PROGRAMS ADOPT RESOLUTION 8-2004:** Motion by Commissioner Russell and Second by Commissioner Turner to:
 1. Approve transfer of funds in TRAX (117-3037) \$16,478.24 from County Sales & Use Tax (LTF), \$3,044.67 from LTF- Corning, \$5,999.33 from LTF Red Bluff, \$192.86 from LTF City of Tehama to contingency (25,715.10); \$25,715.10 from contingency to professional & special services.
 2. Approve transfer of funds in ParaTRAX (117-3039) \$6,727.45 from County Sales & Use Tax (LTF), \$6,727.45, \$6,727.45 from LTF Red Bluff to contingency (\$13,454.90); \$13,454.90 from contingency to professional &

special services.

3. Approve transfer of funds in METS (117-3038) \$13,584.96 from County Sales & Use Tax (LTF), \$2,510.08 from LTF- Corning, \$4945.96 from LTF- Red Bluff, \$159 from City of Tehama to contingency (\$21,200); \$21,200 from contingency to Professional & Special Services.

Motion by Commissioner Turner, Second by Commissioner Russell to:

4. Adopt Resolution 8-2004 Local Transportation Fund (LTF) Transfers to Transit Programs

Motion by Commissioner Russell, Second by Commissioner Warner to:

5. Authorize the Chairperson to sign the budget transfer forms.

Motions carried 6-0 with 0 absent.

7. **DESIGNATED AUTHORITY FOR ADMINISTERING PROGRAMS:**

Motion by Commissioner Turner and Second by Commissioner Russell to approve Resolution 9-2004 Designated Authority. Motion carried 6-0 with 0 absent.

8. **2004-2005 WARRANT REGISTER:** Motion by Commissioner Turner, Second by Commissioner Warner to approve Resolution 10-2004 Warrant Register. Carried 6-0 with 0 absent.

9. **CONTINUING OPERATIONS AUTHORITY:** Motion by Commissioner Warner and Second by Commissioner Russell to adopt Resolution 11-2004 Continuing Operations Authority. Carried 6-0 with 0 absent.

10. **TRANSPORTATION DEVELOPMENT ACT (TDA) PRESENTATION:** Scott White, Caltrans District 2, informed the Commission of the meeting with the City of Red Bluff regarding the TDA presentation requested by Gary Antone, Public Works and Susan Price.

Sandy Smith, Caltrans, reviewed the information as presented in the packet.

Chairman Stevens requested Sandy Smith identify the "Pedestrian" projects. Sandy Smith answered it could be an access, bus shelter, access to transportation, bike path, ADA requirements for sidewalks and such.

Scott White continued with information on Unmet Transit Needs to be identified through a process itself, a transit study or another means identified through the Commission. Public

transit services and how they are identified as unmet transit needs are things for employment, medical assistance, social services, education programs, and trips requested by the transit dependent population. The TCTC has adopted in their Reasonable to Meet Unmet Transit Needs is that transit needs cannot be compared to streets and roads needs in determining whether they are reasonable to meet. This is actually required by the TDA statutes, and there are misunderstandings on how that process works. Streets and roads are considered only after all transit needs have been considered. Reasonable to meet also is whether they meet the applicable performance criteria. Tehama County operates under Article 8 which is more flexible.

Scott White added that as Sandy noted, the City of Red Bluff was concerned as to whether they were required to expend funds beyond their allocation of TDA funds to provide transit services. The answer to that question is no. TDA applies only to the funds that are available through the TDA, local transportation fund, and state transit assistance. Unless the City entered into a contract with provision that said otherwise, the City would only be required to expend up to the amount of their LTF allocation per the TDA.

Commissioner Turner questioned, could that be considered unmet needs be the financial limitations, and Scott White answered yes. That could be a case where you had unmet needs that simply went beyond the amount of TDA funding you had available. Sometimes that happens where an entity uses all its funds for transit and there are simply needs that cannot be met because of funding. Another case, an entity may not use all of its funds available for transit, but that increment of money left cannot reasonable meet any of those remaining needs. It simply would not be reasonable to meet. That is the avenue by which, at times, funds become available for streets and roads. The regional agency (TCTC) is always responsible for either implementing the required 10% fair box, or adopting performance criteria, you are responsible for adopting unmet needs, reasonable to meet, as well as conducting the unmet needs process, regardless of how any of the claimants or jurisdictions within your area operate.

Commissioner Russell thanked District 2 for the presentation.

11. **TEHAMA COUNTY TRANSPORTATION CLAIMS:** Motion by Commissioner Turner and Second by Commissioner Russell to approve the March claims of \$22,100.02. Motion carried 6-0 with 0 absent.
12. **CORRESPONDENCE:** No questions.
13. **ADJOURN:** Meeting adjourned at 8:25 a.m.