

**TEHAMA COUNTY TRANSPORTATION COMMISSION
MEETING MINUTES OF MARCH 30, 2004**

Present: Commissioners': George Russell; Ross Turner; Ron Warner; Rex Roush; Charles Willard; Larry Stevens. Also present: Barbara O'Keeffe, Transit Manager; Jeff Schwein and Doti Watkins, Transportation Planners; Allen Skaggs of North Valley Services (NVS).

1. **CALL TO ORDER:** The meeting was called to order by Vice-Chairman George Russell at 8:00 a.m.
2. **APPROVAL OF MINUTES:** Motion by Commissioner Turner and Second by Commissioner Warner to approve the February 10, 2004 minutes. Carried 4-0 with 2 absent.
3. **PUBLIC COMMENT:** None
4. **ANNOUNCEMENTS:** Barbara O'Keeffe invited members to attend a Performance Improvement Initiative Transportation meeting at the University of California in Sacramento on March 30th.
5. **APPROVE LETTER FOR URBAN AREA BOUNDARY ADJUSTMENTS:** Motion by Commissioner Turner, Second by Commissioner Roush to approve the letter for urban area boundary adjustments. Carried 4-0 with 2 absent.
6. **UPDATE ON 2004 OWP MASTER FUND TRANSFER AGREEMENT:** Doti Watkins reviewed the Master Fund Transfer Agreement which was processed in December 2003. Modifications, requested by the Office of Regional and Interagency Planning, have not been completed or returned to staff as yet. The Commission will be updated at the next meeting.
7. **ADOPT 2004 RESOLUTION 3-2004 TRANSPORTATION ENHANCEMENT PROGRAMMING:** Jeff Schwein informed the Commissioners that as previously discussed at the last meeting, the program was going to be changed and included in the State Transportation Improvement Program. This is our effort to come up with projects due to our inability to exchange State tax. As a Federal allotment, the County will receive \$1.162 million to use for transportation enhancement. Some of the projects will have relatively easy time with environmental work. The street-scape projects submitted from the City of Red Bluff and Corning are fairly easy projects for environmental work. Of the projects submitted, five were chosen to go forward with either full or partial funding. The resolution will allow these projects to go forward.

Motion by Commissioner Turner and Second by Commissioner Warner to adopt Resolution 3-2004 Transportation Enhancement Programming. Motion carried 4-0 with 2 absent.

Commissioner Willard and Chairman Stevens entered. Chairman Stevens assumed the Chair.

8. **ADOPT RESOLUTIONS 4-2004 AND 5-2004, REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM, AUTHORIZATION TO EXECUTE:** Jeff Schwein advised there was no new money, but adjustment of the projects have been completed and workable for all agencies. This will be sent to the California Transportation Commission and Caltrans by April 12, 2004, and includes the TE programming previously adopted. The first resolution adopts the RTIP and the second resolution will provide authority

to the RTPA staff and member agencies of the TAC to submit documentation. Between April 12th, when we actually submit documentation, and August 5th, when it is adopted, minor changes may be made. RTIP's will be reviewed for target completion accuracy and some will be changed. The Commission will be kept informed of changes.

Motion by Commissioner Turner and Second by Commissioner Russell to adopt Resolution 4-2004. Carried 6-0 with 0 absent.

Motion by Commissioner Roush and Second by Commissioner Russell to approve Resolution 5-2004. Carried 6-0 with 0 absent.

9. **ADOPT RESOLUTION 6-2004 2002/2003 FINANCIAL AUDIT REPORT AND MANAGEMENT LETTER:** Motion by Commissioner Russell and Second by Commissioner Turner to adopt Resolution 6-2004 and management letter. Motion carried 6-0 with 0 absent.

10. **PUBLIC HEARING FOR NORTH VALLEY SERVICES 5310 APPLICATION:** Chairman Stevens opened the public hearing at 8:13 a.m. for comments on the application received from North Valley Services.

With a projection of future growth, Allen Skaggs thanked the Commissioners' and staff for their cooperation in the application process.

Commissioner Stevens added that with his many "hats", one being the Area 2 Board for Developmental Disabilities, works closely with Far Northern and NVS. Commissioner Stevens said that with the consistent service provided by NVS, without it would create hardships in the County and commended Allen Skaggs for his work to obtain grants for expenses.

With no public comment, the hearing closed at 8:15 a.m.

Motion by Commissioner Turner and Second by Commissioner Warner to approve Resolution 7-2004.

Motion by Commissioner Willard and Second by Commissioner Turner to authorize the Chair to sign the RTPA Certification and Assurances and to authorize staff submit all necessary documentation to Caltrans. Motion Carried 6-0 with 0 absent.

11. **APPROVAL OF TRANSPORTATION CLAIMS:** Motion by Commissioner Warner and Second by Commissioner Russell to approve the \$1,989.19 claims for February. As to form by Commissioner Willard. Motion carried 6-0 with 0 absent.

- 11.5 **CORRESPONDENCE:** Barbara O'Keeffe discussed the incorrect posting of meetings by the Red Bluff Daily News. Staff will strive to keep these postings accurate.

12. **ADJOURN:** With no further business the TCTC meeting was adjourned at 8:16 a.m.