

TEHAMA COUNTY TRANSPORTATION COMMISSION MEETING MINUTES OF JUNE 20, 2006

Present: Commissioners': Ross Turner; Gary Strack; George Russell; Andy Houghton. Absent: Charles Willard; Robert Christison. Also present: Gary Antone, Executive Director; Barbara O'Keeffe, Transit Manager; Doti Watkins, Transportation Planner; Mark Moses, Administration - Assistant Director; Mark Barthel, City of Red Bluff.

1. **CALL TO ORDER:** The meeting was called to order by Chairman Turner at 8:30 a.m.
2. **APPROVAL OF MINUTES:** Motion by Commissioner Russell and second by Commissioner Houghton to approve the May 16, 2006 minutes. Carried 4-0 with 2 absent.
3. **PUBLIC COMMENT:**

Norm Gruver of Lake California thanked Ross Turner for his efforts and accomplishments.

Barbara O'Keeffe recognized in the audience the following: Brian Crane, District 2 Director; Michelle Milete, Sr. Planner for Caltrans; Ron Warner, Chairman of the Board of Supervisors and past member of the TCTC; and Rose Zastro, SSTAC member.
4. **OVERVIEW OF UNMET NEEDS PROCESS & PUBLIC HEARING:** Barbara O'Keeffe presented an overview of the Unmet Transit Needs Process. This annual process is required by the Transportation Development Act and requires funding for transit needs that are reasonable to meet prior to the funding of the streets and road with Local Transportation Fund (LTF) revenues. This public hearing has been advertised and in addition, staff coordinated the opportunity for community members to comment at City Council meetings. After review of comments, the Advisory Council makes determinations on the Unmet Needs process. This result is a finding of the Social Service Transportation Advisory Council and they make one finding of the three options: there are no unmet transit needs; there are no unmet transit needs that are reasonable to meet; or there are unmet transit needs, including needs that are reasonable to meet.

Commissioner Russell questioned if the notice of hearings is distributed to riders and Barbara answered that a posted notices were posted in the bus.

Commissioner Turner questioned if this notice was bilingual and Barbara answered there is a bilingual riders guide for the passengers and two drivers are bilingual.

Commissioner Russell felt that for consideration, a hand-out would be appropriate, for rider input.

Chairman Turner questioned if it was the consensus of the Commissioners' to consider hand-outs to riders, and it was agreed by the members present.

The public hearing was opened at 8:35 a.m.

With no comments the public hearing was closed at 8:35 a.m.

5. **ADOPT RESOLUTION 9-2006: PRELIMINARY 2006-2007 COMMISSION BUDGET: FUNDS 507, 514, 515, 527; ADOPT RESOLUTION 10-2006: ESTABLISH ANNUAL LOCAL TRANSPORTATION FUND RESERVE FUND; ADOPT RESOLUTION 11-2006: 2005-2006 BUDGET CLOSING AUTHORIZATION:** Barbara O’Keeffe presented items pertaining to the preliminary budget, and resolution for establishment of an annual transportation reserve, and a budget closing authorization resolution.

With regard to Resolution 10-2006 which establishes the Annual Local Transportation Fund reserve, Barbara O’Keeffe stated this resolution was recommended by the TAC and the TPAC to bring stability to the financial planning for funding transit and streets and roads. A rising increase annually on the receipt of local transportation funds is off-set by the allocation to the reserve account. No recommendation is being made to decrease any portion of the budget in order to establish the local transportation reserve fund.

What is different, Barbara O’Keeffe continued, is that there will be no release of local transportation dollars at the end of the year. The ultimate goal of the fund is to allow allocation of LTF dollars in July rather than the latter part of the fiscal year. This recommendation has been endorsed by County and Cities to give stability to their funding. This could take approximately five to six years to establish a reserve fund of around \$2 million.

Mark Moses added that this idea has been examined and found prudent, if there were a years worth of LTF in reserve, to react to any situation that may arise.

Commissioner Russell questioned the rising cost of fuel and Barbara O’Keeffe answered that it has, but the LTF is a quarter of a cent of the retail sales tax and other sales tax revenues received .

Commissioner Turner questioned if this would deprive the Road Department of any projected funding. Gary Antone answered that after discussion of the implementation of such funds, it would be the appropriate way to approach stability in this account. The funds at this point in time, as they increase, will give us a positive cash flow into the local streets and roads portion. It will not be as great an amount as in past disbursements, but the longer term will provide monies for short-falls. The amount of money to streets and roads is on the rise and will continue to rise with the plan set.

Mark Barthel added that this would provide us with a reserve and stability, and would not necessarily reduce funds.

After questioning of the budget presented, Commissioner Russell inquired if there were any significant changes in terms of income, and Mark Moses answered that except for the reserve, there was no significant change.

Chairman Russell requested a motion from the Commissioners, and they were as follows:

Commissioner George Russell motioned to Adopt Resolution 9-2006: Preliminary 2006-2007

Commission Budget: Funds 507, 514, 515, 527. Second by Commissioner Gary Strack and carried by those present 4-0 with 2 absent.

Motion by Commissioner George Russell and second by Commissioner Gary Strack to Adopt Resolution 10-2006: Establish Annual Local Transportation Fund Reserve Fund. Carried by those present 4-0 with 2 absent.

Motion by Commissioner Andy Houghton and second by Commissioner Gary Strack to Adopt Resolution 11-2006: 2005-2006 Budget Closing Authorization. Carried by those present 4-0 with 2 absent.

6. **ADOPT RESOLUTION 12-2006 REGIONAL SURFACE TRANSPORTATION PROGRAM EXCHANGE:** Motion by Commissioner Russell and second by Commissioner Houghton to adopt Resolution 12-2006 Regional Surface Transportation Program Exchange. Carried 4-0 with 2 absent.

7. **ADOPT RESOLUTION 13-2006 ENDORSEMENT OF I-5 FEE PROGRAM STUDY:** Chairman Russell made notice of the change in wording of Resolution 13-2006 and the Commission was provided with copies of the revised resolution.

Motion by Commissioner Strack to adopt Resolution 13-2006 Endorsement of I-5 Fee Program Study. Second by Commissioner Russell and carried by those present 4-0 with 2 absent.

8. **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON FOR 2006-2007 FISCAL YEAR:** Motion by Commissioner Russell and second by Commissioner Houghton to elect Gary Strack for Chairman of the Transportation/Transit Board 06-07 fiscal year. Motion carried by those present 4-0 with 2 absent.

Motion by Commissioner Russell and second by Commissioner Houghton to elect Robert Christison for Vice-Chairman. Motion carried by those present 4-0 with 2 absent.

It was the consensus of the Commissioners to continue the meeting with Commissioner Turner as Chairman.

9. **CORRESPONDENCE:** Gary Antone questioned the Commission as to their preference of material or non-material in the correspondence. It was the consensus to leave the summary, but letters such as the Community Action letter could be included.

Gary Antone discussed the resignation of Rose Zastro by saying, Ms. Zastro has been a key player in providing transit services to seniors and the elderly and an active participant on the SSTAC, working to familiarize seniors with the system. Meeting the needs of the community was a goal and we offer congratulations for her efforts and she will be missed.

Commissioner Turner agreed as did the Commissioners'.

10. **CLAIMS AND WARRANTS:** Motion by Commissioner Russell and second by Commissioner

Houghton to approve the Claims in the amount of \$57,537.49. Carried 4-0 with 2 absent.

11. **ADJOURN:** With no further business, Chairman Turner adjourned the Transportation meeting at 9:00 a.m.