

**TEHAMA COUNTY TRANSPORTATION COMMISSION
MINUTES
APRIL 21, 1999**

Present: Chairman Ron Warner, Vice Chair, Earl Wintle, George Russell and Rex Roush.
Absent: Charles Willard and Ross Turner. Also present: Barbara O’Keeffe, Transit Manager, Mark Wall, Debbie Pederson of Caltrans, Gary Plunkett, Executive Director, Al Skaggs of North Valley Services..

1. **CALL TO ORDER:** The meeting was called to order by Chairman Ron Warner at 9:30 a.m.
2. **APPROVAL OF MINUTES FROM MARCH 17, 1999:** Motion to approve the March 17, 1999 minutes by Commissioner Wintle and second by Commissioner Russell. Carried 4-0 with 2 absent.
3. **TRANSPORTATION SURVEY & PUBLIC HEARING FOR UNMET TRANSIT NEEDS:** Barbara O’Keeffe, Transit Manager and Teresia Curial of Social Services, gave information regarding the transportation survey previously distributed to the Commissioners. Public participation is an important part of the unmet transit needs process. With information gathered at today’s Public Hearing and the 1,382 surveys received, the end result will determine if there are no unmet transit needs, no unmet transit needs that are reasonable to meet, or there are unmet transit needs, including needs reasonable to meet.

Staff Noted written comments in the packet from United Way of No. California and Fred Turnier.

Chairman Warner opened the Public Hearing: No comments were given. The Public Hearing was then closed.

Barbara O’Keeffe discussed there would be another Public Hearing in May. No additional meetings were scheduled at this time. Commissioner Russell suggested there should be meetings in Corning and Red Bluff to give the opportunity to those who did not receive the survey. Staff stated they would coordinate this with the City Managers.

4. **QUARTERLY TRANSIT REPORT:** Barbara O’Keeffe presented a visual ridership report showing comparisons of 1998 and 1999 for the months of January through March. TRAX ridership was 7,935 in 1999 and 7,928 for 1998. The METS ridership for the period was 194 and VanTrans at 6,918.
5. **FTA SECTION 5310 GRANT APPLICATION:** Barbara O’Keeffe reported on the

Grant Application submitted by Allen Skaggs of North Valley Services to receive funds available from the Federal Transit Act of 1991. North Valley Services requested a small bus to assist the in the replacement of their transportation vehicles, as well as, a computer. Only one application was received this year and it was the decision of the RTPA staff to review and prioritize the application using the Quantitative Scoring Criteria.

With no further discussion and no comments from the Public, the meeting continued.

Commissioner Russell moved that the Commission accept the scoring as presented by Staff for the North Valley Services FTA Section 5310 application and authorize the Chair to sign Resolution 6-1999 and RTPA Certification and Assurances. Motion seconded by Commissioner Wintle. Carried 4-0 with 2 absent.

6. **PUBLIC HEARING TO RECEIVE COMMENT CONCERNING ADOPTION OF THE DRAFT ADA IMPLEMENTATION PLAN:** Barbara O’Keeffe and Mark Wall of Mark Wall and Associates summarized on the progress of the Draft ADA Implementation Plan. The Plan has been presented to the City of Corning and City of Red Bluff for Public Hearings. No public comments were received from those meetings. The City of Corning provided the Commission with correspondence stating the plan was received and the Council approved the ADA policy, Paratransit Eligibility Process and timetable.

Mark Wall introduced a few of the members present for the ADA Consumer Advisory Committee: Gerri Campos, Department of Rehabilitation, Allen Skaggs, North Valley Services, Larry Stevens, City of Red Bluff, Rose Zastrow, Janet Levy Center, and Elli Delucchi from St. Elizabeth Hospital.

Mark Wall reviewed the following information from the Plan:

Evaluates existing Services for compliance for the ADA; identifies any deficiencies and provides a guide to implementation the American Disabilities Act. In most respects, the existing service complies or will comply with the adoption of the policy section of the plan.

The primary area addressed by the plan is a need to implement complementary paratransit service. This is provided in conjunction with the fixed route service. This service will pick up the client and deliver them to a TRAX bus stop, or if convenient for the system, take them to their destination. For the first year, Mark Wall estimated that the service will carry about 1-1/2 passenger per hour and over time increase creating the need for another vehicle.

Mr. Wall spoke regarding the meetings held in the City of Corning and Red Bluff.

Concerns expressed by Council members in both Cities as to how the costs would be distributed. The costs for the service will need to be addressed at some point in the budget set by the TCTC. These issues need not be addressed prior to adoption of the plan. Compliance is the issue at this meeting.

Chairman Warner questioned compliance of our present transportation system. Mark Wall confirmed the TRAX and VanTrans system are not fully compliant today. This issue is a Civil Rights Law and does not effect only State or Federal funding. It potentially could result in complaints with the Department of Justice and Civil Suits.

Commissioner Wintle commented regarding the meeting with the City of Red Bluff City Council. Specific comments from the Council was "nuts & bolts" type thing. What the Council asked Commissioner Wintle to do today was to bring forth a proposal that the Red Bluff Public Works Director, City Manager along with the County and City of Corning Public Works Director and Manager discuss these "nuts & bolts" issues. This would possibly delay the proceedings only 30 days. With the Engineers and City Managers, these people need to look at the issues with recommendations to report to their City Council.

Commissioner Russell commented that he would like the CalTrans representative to attend this meeting.

Chairman Warner reminded the Commission that this money comes to the County to be used for "Bus Service" and any left-over monies used for streets and roads.

Commissioner Russell suggested that with the adoption of the Plan today, it is not a matter of choice; if there are concerns, they should be identified in writing and submitted by the concerned party to Staff for presentation at least one week prior to the next TCTC meeting. Without the letter, no meeting would be scheduled.

Chairman Warner questioned if the primary issue was budget and Commissioner Wintle replied he wasn't sure if that was exactly the only concern.

Peter Harvey, City Manager of Red Bluff, spoke before the Commissioners with regard to the meeting of the City. It was Mr. Harvey's opinion that the City Council was not opposed to adopting the Plan. The questions were as it moved forward to implementation.

Commissioner Russell commented he would be pleased to move for adoption and with regard to the concerns, identify in writing and submit to Staff.

The Public Hearing was opened: Rose Zastrow with the Janet Levy Center thanked the Commission for the opportunity to serve on the ADA Committee. Also Ms.

Zastrow thanked Barbara O’Keeffe and recognized her for her ability to know her job and teach the Committee their goal in this Plan. The Plan itself, required by law, will work for the community.

Gerri Campos of the Department of Rehabilitation thanked the Commission and Staff toward implementing this Plan. 180 clients are being served by the Department of Rehabilitation with a variety of disabilities. The current system is not always accessible to these clients. This Plan would be greatly beneficial, not only to our current clients, but due to budget constraints, beneficial also to the people on our waiting list.

With no further comments, the Public Hearing was closed.

Motion by Commissioner Russell to adopt the ADA Implementation Plan to take effect as deemed an appropriate time by the Commission. Motion seconded by Commissioner Wintle. Carried 4-0 with 2 absent.

Commissioner Russell commented that with regard to Staff, Barbara has been working alone primarily due to the bargaining proceedings. She is to be commended for having more to do than most people have in fulfilling their responsibilities. She accomplished the quarterly report in a timely manner and hopefully with the conclusion of the negotiations, she will receive the help she deserves and needs.

Chairman Warner concurred with Commissioner Russell.

7. **VEHICLE PURCHASES:** Barbara O’Keeffe reviewed the replacement costs of the vehicles for ParaTransit and VanTrans. Staff asked that the Commission recommended to the Board of Supervisors for these purchases, waive the bid procedures and approve the purchase of these vehicles from El Dorado Bus Sales. Staff made the Commission aware that tax was not included with the quote presented in the agenda. Thus an estimate with tax for Paratransit Vehicle correct price should be \$74, 900; VanTrans, the total cost is \$63,900. Funding sources for these purchases come from Prop 116, Section 5311 and LTF. Estimated time for arrival of the vehicles is approximately in December or January, close to the implementation of the ADA Plan.

Commissioner Russell moved that the Bid Procedures be waived in order to “piggy back” on the state contract. Second by Commissioner Wintle and carried 4-0 with 2 absent.

Motion by Commissioner Wintle to purchase the vehicles from El Dorado Bus Sales through the state contract. Second by Commissioner Roush. Carried 4-0 with 2 absent.

8. **1998/99 OVERALL WORK PROGRAM:** Barbara O’Keeffe asked the Commission to Amend the 1998/99 Overall Work Program (OWP) by removing the \$7,500 of the FAA funds from the Aviation Element. These funds will be available in the 1999/00 OWP.

Commissioner Wintle motioned to amend the 1998/99 Overall Work Program by removing the \$7,500 of FAA Funds from the Aviation Element. Seconded by Commissioner Roush and carried 4-0 with 2 absent.

Motion by Commissioner Wintle to Amend Resolution 2-1999 and seconded by Commissioner Roush. Carried 4-0 with 2 absent.

9. **STIP WORKSHOP** - This informational item presented by Barbara O’Keeffe invited the TAC attend the Caltrans workshop on May 6th.
10. **AUGUST COMMISSION MEETING:** Due to the scheduled final budget hearings in August, the TCTC Commission meeting has been rescheduled to August 17 following the Board meeting.
11. **TRIENNIAL PERFORMANCE AUDIT:** Staff is preparing for the triennial performance audit being prepared by a Consultant soon to be hired. The draft audit is expected after June 30th. This audit is a systematic process of evaluating an organizations effectiveness, efficiency and economy of operation under management control. The objectives of the audit are to provide a means for evaluating an organization’s performance and to enhance the performance by making recommendations for improvements.
12. **CORRESPONDENCE:** Accepted as is.

OFF AGENDA ITEM: Staff requested an off agenda item for Resolution 7-1999 Proposition 116 reaffirming Resolution 2-1993. Motion by Commissioner Wintle to accept the off Agenda item and seconded by Commissioner Roush. Carried 4-0 with 2 absent. Staff stated that they spoke with Caltrans and that it may be necessary to have a resolution reaffirming TCTC’s support of the County’s Prop 116 project; since the original approval for the project was more than 5 years ago (February 1993). Staff stated that this was a proactive measure.

Motion by Commissioner Russell and seconded by Commissioner Wintle to pass Resolution 7-1999. Carried 4-0 with 2 absent.

13. **WARRANT REGISTER**

<u>MARCH 1999</u>	<u>AMOUNT</u>
Pacific Bell (800 Line; TDA Admin Claim)	\$6.45
Pacific Bell (385-2200 Line; TDA Admin Claim)	\$38.13

Barbara O’Keeffe (RCTF/CTC/CalACT Meetings)	\$53.36	
Red Bluff Daily (Legal Notice’s 4/5/99 & 4/12/99)		\$66.58
Impressive Print (Bus Passes)	\$150.69	
Business Connections (survey/owp)		\$314.80
CalACT Conference & Registration		\$559.29
Laidlaw Transit Service(Vantrans)	\$20,288.74	
Laidlaw Transit Services (TRAX)	<u>\$22,833.07</u>	
TOTAL WARRANTS	\$44,311.11	

Motion by Commissioner Roush and seconded by Commissioner Wintle to accept the Warrants. Carried 4-0 with 2 absent.

14. **CLAIMS**

NCPR (Bike Plan)	\$792.00	
Business Connections (Transit Survey)	<u>\$2,101.00</u>	
TOTAL CLAIMS	\$2,893.00	

Motion by Commissioner Russell and second by Commissioner Wintle to accept the claims. Carried 4-0 with 2 absent.

15. **ADJOURN**

With no further business, the meeting was adjourned at 10:40 a.m.

Chairman

Recording Secretary