

**Transportation Commission &
Transit Agency
COMMISSIONERS**

County of Colusa:

GARY EVANS
KENT BOES, VICE-CHAIR
DENISE CARTER

City Colusa:

TOM REISCHE
JOSH HILL

City of Williams:

FRANK KENNEDY



COUNTY OF COLUSA
TRANSPORTATION COMMISSION &
TRANSIT AGENCY
1215 MARKET STREET,
COLUSA, CA 95932
TELEPHONE 530-458-0508
FAX (530) 458-2035
Scott Lanphier,
PE, Executive Director
colusacountyca.iqm2.com
www.countyofcolusa.org

**Transportation Commission & Transit Agency
Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932**

Minutes

January 22, 2019

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 22nd day of January 2019 at the hour of 3:05 p.m. Present: Commissioners Denise J. Carter, Gary J. Evans, Kent S. Boes and Frank Kennedy. Absent: Commissioners Tom Reische and Josh Hill.

Present: Jennifer Sutton, Senior Deputy Counsel.
Ann Nordyke, Melissa Kitts, Board Clerks.
Scott Lanphier, Public Works Department.
Thomas Simms, Transit Agency.
Sajit Singh, Williams City Councilman.

II. PERIOD OF PUBLIC COMMENT (TRANSIT AND/OR TRANSPORTATION)
None.

III. APPROVAL OF THE MINUTES

1. Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – December 11, 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Kent S. Boes
ABSENT:	Tom Reische, Josh Hill

IV. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director
None.

2. Transit Manager
Mr. Simms presents the results of the Transit Agency's second quarter report.
3. CalTrans
None.
4. City of Colusa
None.
5. City of Williams
Mr. Kennedy speaks to items pertaining to the City of Williams including grant funding and Love's Truck Stop.
6. California Highway Patrol
None.

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Vice-Chair Boes declares a recess at 3:11 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present except Commissioners Tom Reische and Josh Hill.

Present: Jennifer Sutton, Senior Deputy Counsel.
Ann Nordyke, Melissa Kitts, Board Clerk.
Scott Lanphier, Public Works Department.
Thomas Simms, Transit Agency.
Sajit Singh, Williams City Councilman.

1. PURCHASING AND PROCUREMENT

Adopt specifications and working details for a proposed Request for Bids (RFB), and Notice to Bidders for the procurement and installation of new ductwork to portable A/C units at the Transit shop.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Kent S. Boes
ABSENT:	Tom Reische, Josh Hill

VI. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Vice-Chair Boes adjourns the Colusa County Transit Agency at 3:14 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present except Tom Reische and Josh Hill.

Present: Jennifer Sutton, Senior Deputy Counsel.
Ann Nordyke, Melissa Kitts, Board Clerk.
Scott Lanphier, Public Works Department.
Thomas Simms, Transit Agency.
Sajit Singh, Williams City Councilman.

Vice-Chair Boes trails item No.'s 1 and 2 in hopes Commissioner Reische arrives to establish the 5/6th vote required to pass the items.

VII. ADMINISTRATION/ TRANSPORTATION COMMISSION & TRANSIT AGENCY

Vice-Chair Boes makes time to conduct nominations and elections of the 2019 Commission Chair and Vice-Chair and passes the gavel to the Clerk.

The Clerk calls for nominations for Chair.

Commissioner Carter nominates Commissioner Boes for Chair and Commissioner Kennedy seconds the motion.

1. Elect Commissioner Boes as Chair for calendar year 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Kent S. Boes
ABSENT:	Tom Reische, Josh Hill

The Clerk calls for nominations for Vice-Chair.

Commissioner Evans nominates Commissioner Kennedy for Vice-Chair and Commissioner Carter seconds the motion.

1. Elect Commissioner Kennedy as Vice-Chair for calendar year 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Kent S. Boes
ABSENT:	Tom Reische, Josh Hill

1. Continue FY 2018-19 Revenue and Appropriations Inter-Budget Adjustment No. 003 to the February 19, 2019 Transportation Commission and Transit Agency meeting as follows: (**Requires 5/6th vote**)

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
Local Transportation	04020	0000	58315	\$176,980.00
Local Transportation	04020	0000	58316	\$111,574.00
Local Transportation	04020	0000	58317	\$96,185.00

RESULT:	CONTINUED [UNANIMOUS]
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Kent S. Boes
ABSENT:	Tom Reische, Josh Hill

2. Continue FY 2017-18 Revenue and Appropriations Inter-Budget Adjustment No.176 to the February 19, 2019 Transportation Commission and Transit Agency meeting follows: **(Requires 5/6th vote required)**

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
State Transit Assistance	04021	0000	441900	\$39.95
State Transit Assistance	04021	0000	454150	\$34,662.00
State Transit Assistance	04021	0000	583011	\$34,696.68

RESULT:	CONTINUED [UNANIMOUS]
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Kent S. Boes
ABSENT:	Tom Reische, Josh Hill

Vice-Chair Boes adjourned the meeting at 3:22 p.m. to reconvene in Regular Session on February 19, 2019 at the hour of 3:00 p.m.

Kent S. Boes, Vice-Chair

Attest: Scott Lanphier,
Secretary to the Transportation
Commission & Transit Agency

BY _____
Melissa Kitts, Deputy Clerk