

**Transportation Commission &
Transit Agency
COMMISSIONERS**

County of Colusa:

GARY EVANS
KENT BOES, CHAIR
DENISE CARTER

City Colusa:

TOM REISCHE
JOSH HILL

City of Williams:

FRANK KENNEDY, VICE-CHAIR



COUNTY OF COLUSA
TRANSPORTATION COMMISSION &
TRANSIT AGENCY
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PE, Executive Director
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**Transportation Commission & Transit Agency
Board Chambers
546 Jay Street, Suite 108
Colusa, CA 95932**

Minutes

March 19, 2019

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 19th day of March 2019 at the hour of 3:01 p.m. Present: Commissioners Denise J. Carter, Gary J. Evans, Frank Kennedy, Tom Reische, Josh Hill and Kent S. Boes.

Present: Jennifer Sutton, Senior Deputy Counsel.
Patricia Rodriguez, Board Clerk.
Scott Lanphier, Public Works Department.
Thomas Simms, Transit Agency.

II. PERIOD OF PUBLIC COMMENT (TRANSIT AND/OR TRANSPORTATION)

None.

III. APPROVAL OF THE MINUTES

1. Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – January 22, 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

IV. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director
None.

2. Transit Manager
None.

3. CalTrans
None.

4. City of Colusa
Commissioner Reische updates the Commissioners on the underground work being done on Bridge Street.

5. City of Williams
Commissioner Kennedy updates the Commissioners on his meeting with CalTrans. He states that Love's Truck Stop should be opening in April 2019.

6. California Highway Patrol
None.

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Boes declares a recess at 3:07 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present.

Present: Jennifer Sutton, Senior Deputy Counsel.
Patricia Rodriguez, Board Clerk.
Scott Lanphier, Public Works Department.
Thomas Simms, Transit Agency.

3:07 p.m. (3:05 p.m. Item on the Agenda)

PUBLIC HEARING

Chair Boes makes time for a Public Hearing to consider the annual Unmet Needs of the Transit dependent population and determine one of the following three (3) findings:

1. There are no unmet needs,
2. There are unmet needs that are not reasonable to meet, or
3. There are unmet needs that are reasonable to meet.

Comments received by Mr. Simms, and Mr. Lanphier.

3:08 p.m. Chair Boes opens the Public Hearing and calls for public comment. Hearing none, Chair Boes closes the Public Hearing.

1. TRANSIT AGENCY
Determine there are no unmet public Transit needs for fiscal year 2019-2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Gary J. Evans, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

2. Adopt Resolution No. **1819-003** Of The Colusa County Transit Agency Authorizing The Execution Of The Certifications And Assurances And Authorized Agent Forms

For The Low Carbon Transit Operations Program (LCTOP) For The Free Fare Days Project and authorize the Chair to sign.

Comments received by Mr. Simms.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tom Reische, Commissioner
SECONDER:	Josh Hill, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

3. Approve Rate Increase for the Labor, Overhead Charge and Environmental Fee on all Services Performed in the Shop at Colusa County Transit.

Comments received by Mr. Simms.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tom Reische, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

4. Approve FY 2018-19 Revenue and Appropriations Inter-Budget Adjustment No. 023 as follows: **(Requires 5/6th vote)**

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
Transit Agency	04002	0000	454150	\$27,585.00

Comments received by Mr. Lanphier.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

5. Approve Contract No. **TA19-003** with **Crawford & Associates** to provide County with structural engineering and geotechnical design for the footings of the Transit Solar Bus Shelter located at 715 D. Street.

Comments received by Mr. Lanphier.

3:50 p.m. Ms. Sutton exits the meeting due to a prior appointment.

RESULT:	TABLED TO APRIL 30, 2019
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Following comments received it was the consensus of the Commissioners that a Special Meeting will be set sooner if Mr. Lanphier deems it necessary.

VI. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Boes adjourns the Colusa County Transit Agency at 3:52 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present.

Present: Scott Lanphier, Public Works Department.
Thomas Simms, Transit Agency.
Patricia Rodriguez, Board Clerk.

1. Approve FY 2018-19 Revenue and Appropriations Inter-Budget Adjustment No. 022 as follows: **(Requires 5/6th vote)**

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
State Transit Assistance	04021	0000	454150	\$27,679.00
State Transit Assistance	04021	0000	583011	\$27,679.00

Comments received by Mr. Lanphier.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Gary J. Evans, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

2. Approve FY 2018-19 Revenue and Appropriations Inter-Budget Adjustment No. 024 as follows: **(Requires 5/6th vote)**

DEPT	FUND #	DEPT #	ACCT #	AMOUNT
Transportation Planning	04022	0000	454155	\$39,500.00
Transportation Planning	04022	0000	58302	\$39,500.00

Comments received by Mr. Lanphier.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tom Reische, Commissioner
SECONDER:	Gary J. Evans, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

3. Approve FY 2018-19 Revenue and Appropriations Inter-Budget Adjustment No. 003 as follows: **(Requires 5/6th vote)(Continued from January 22, 2019)**

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

Comments received by Mr. Lanphier.

RESULT:	APPROVED [UNANIMOUS]
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MOVER:	Gary J. Evans, Commissioner
SECONDER:	Josh Hill, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

4. Approve the Colusa County Transportation Commission Annual Financial Audit and Required Communication for Fiscal Year 2017/2018.
Comments received by Mr. Lanphier.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Hill, Boes

5. Review 2018 Draft Regional Transportation Plan Update.
Comments received by Mr. Lanphier.

Chair Boes adjourned the meeting at 3:59 p.m. to reconvene in Regular Session on April 30, 2019 at the hour of 3:00 p.m.

Kent S. Boes, Chair

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

BY _____
Patricia Rodriguez, Deputy Clerk