

Transportation Commission
Transit Agency
COMMISSIONERS

County of Colusa:

KIM DOLBOW VANN, CHAIR
GARY EVANS
DENISE CARTER

City of Colusa:

TOM REISCHE, VICE-CHAIR
DAVID WOMBLE

City of Williams:

FRANK KENNEDY



COUNTY OF
COLUSA

TRANSPORTATION COMMISSION
TRANSIT AGENCY

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**Scott Lanphier, PE, Executive
Director**

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Board Chambers
546 Jay Street Suite 108
Colusa, CA 95932

Minutes

January 26, 2016

I. The Regular meeting of the Colusa County Transportation Commission (CCTC) and the Colusa County Transit Agency (CCTA) was called to order on the 26th day of January, 2016 at the hour of 3:03 p.m. Present: Commissioners Kim Dolbow Vann, Chair, Denise J. Carter, Gary J. Evans, County of Colusa, David Womble, Tom Reische, City of Colusa and Frank Kennedy, City of Williams. Absent: None.

Present: Scott Lanphier, Director, Public Works.
Kent Boes, Transit Manager.
David Smith, CalTrans.
John Balderrama, City of Colusa.
Matt Bently, Deputy County Counsel.
Ann Nordyke, Deputy Clerk to the Board.

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

None.

II. APPROVAL OF THE MINUTES

1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – December 15, 2015.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dave Womble, Commissioner
SECONDER:	Gary J. Evans, Commissioner
AYES:	Carter, Evans, Womble, Kennedy, Reische, Vann

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

Mr. Bently speaks briefly to the approval process of claims. Noting, the Executive Director has the authority to pay the Claims, therefore there is no need for the

Claims to come before the Commissioner for approval. He states further the only claims that will be brought before the Commissioners is Special Claims. Discussion is held.

1. Executive Director
Mr. Lanphier updates the Commissioners on items as they pertain to Transportation.

2. Transit Manager
Mr. Boes updates the Commissioners on items as they pertain to Transit Agency.

3. CalTrans
Mr. Smith updates the Commissioners on items as they relate to CalTrans.

4. City of Colusa
Mr. Balderrama reports on projects that pertain to the City of Colusa.

5. City of Williams
Mr. Kennedy updates the Commissioners on matters as they pertain to the City of Williams.

6. California Highway Patrol
None.

IV. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Vann declares a recess at 3:12 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present.

Present: Scott Lanphier, Mike Azevedo, Public Works.
 Kent Boes, Transit Manager.
 David Smith, CalTrans.
 John Balderrama, City of Colusa.
 Matt Bently, Deputy County Counsel.
 Ann Nordyke, Deputy Clerk to the Board of Supervisors.

1. TRANSIT AGENCY

Adopt an Updated Colusa County Transit Agency Zero Tolerance Drug and Alcohol Testing Policy and authorize the Chair to sign.

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

2. TRANSIT AGENCY

Consider adopting Resolution No. 1516-001 a Resolution of the Colusa County Transit Agency Authorizing the Executive Director to Execute the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP), and authorize the Chair to sign.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Dave Womble, Commissioner
AYES:	Carter, Evans, Womble, Kennedy, Reische, Vann

3. TRANSIT AGENCY

Consider Adopting **Resolution No. 1516-002** A Resolution Of The Colusa County Transit Agency Approving The Low Carbon Transit Operations Program (LCTOP) Project: Free Fare Day Program and authorize the Chair to sign.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tom Reische, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Carter, Evans, Womble, Kennedy, Reische, Vann

4. TRANSIT AGENCY

TA16-001 Consider awarding contract for the completion of the Colusa County Transit Agency Short Range Transit Plan to **Green DOT Transportation Solutions**, effective January 26, 2016 through October 1, 2016, with terms and conditions set forth in the contract and authorize the Chair to sign.

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

5. TRANSIT AGENCY

Consider approving Claims Register Sheets for the period December 15, 2015 through January 25, 2016.

RESULT:	APPROVED [5 TO 0]
MOVER:	Dave Womble, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Carter, Evans, Womble, Kennedy, Vann
ABSTAIN:	Tom Reische

V. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Vann adjourns as the Colusa County Transit Agency at 3:19 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission with all Commissioners present.

Present: Scott Lanphier, Mike Azevedo, Public Works.
 Kent Boes, Transit Manager.
 David Smith, CalTrans.
 John Balderrama, City of Colusa.
 Matt Bently, Deputy County Counsel.
 Ann Nordyke, Deputy Clerk to the Board of Supervisors.

1. TRANSPORTATION COMMISSION

Consider setting Public Hearing on March 22, 2016 at 3:05 p.m. for the purpose of the annual Unmet Needs of the transit dependent population and direct the Clerk to publish and post notice of same.

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

2. TRANSPORTATION COMMISSION

Consider approving Claims Register Sheets for the period December 15, 2015 through January 25, 2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Dave Womble, Commissioner
AYES:	Carter, Evans, Womble, Kennedy, Reische, Vann

VI. ADMINISTRATION

1. Commission Vann makes time for nomination of Chair for Fiscal Year 2016.

Ms. Nordyke states the matter before the Board is the election of the Chair for 2016 and declares nominations open.

Commissioner Carter nominates Commissioner Vann for Chair, Commissioner Evans seconds the nomination.

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

2. Commission Vann makes time for nomination of Vice-Chair for Fiscal Year 2016.

Ms. Nordyke states the matter before the Board is the election of the Vice-Chair for 2016 and declares nominations open.

Commission Carter nominates Commissioner Womble for Vice-Chair, Commissioner Evans seconds the nomination.

RESULT:	APPROVED [5 TO 0]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Gary J. Evans, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Vann
ABSTAIN:	Dave Womble

Chair Vann adjourned the meeting at 3:23 p.m. to reconvene in Regular Session on February 23, 2016 at the hour of 3:00 p.m.

Kim Dlobow Vann, Chair

Attest: Wendy G. Tyler,
Clerk to the Board of Supervisors

BY _____
Ann Nordyke, Deputy Clerk