

**Transportation Commission &
Transit Agency
COMMISSIONERS**

County of Colusa:

KIM DOLBOW VANN, CHAIR
GARY EVANS
DENISE CARTER

City Colusa:

DAVE WOMBLE, VICE-CHAIR

City of Williams:

FRANK KENNEDY
CHARLES BERGSON



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

December 13, 2016

I. The Regular Meeting of the Colusa County Transportation Commission (CCTC) and the Colusa County Transit Agency (CCTA) was called to order this 13th day of December, 2016 at the hour of 3:00 p.m. Present: Commissioner, Kim Dolbow Vann, Chair, David Womble, Vice-Chair, Gary J. Evans, Denise J. Carter, County of Colusa, and Frank Kennedy, Charles Bergson, City of Williams.

Present: Marcos Kropf, Jennifer Sutton, County Counsel.
Scott Lanphier, Director, Public Works.
Kent Boes, Transit Manager.
Jeff Schwein, Green Dot Transportation Solutions.
Wendy Tyler, CAO/Clerk of Board/Risk Manager.
Ann Nordyke, Patricia Rodriguez, Clerks.

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

III. APPROVAL OF THE MINUTES

1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – November 15,
2016.

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

IV. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director
Mr. Lanphier states safe routes to schools plans are in progress and all the walk audits are completed. He states that the next step is to put together a list of recommended improvements, and draw up a draft plan by April. He further states that he will serve as the Interim Transit Manager until someone is hired. He states that since

the RTP (Regional Transportation Plan) schedule changed last year, this will be updated in 2017 as an administrative amendment. He states he is preparing an RTIP (Regional Transportation Improvement Plan) which will include projects from the City of Williams and City of Colusa.

2. Transit Manager

None.

3. CalTrans

Commissioner Vann states she received notification from Caltrans that there will be congestion on I-80 due to four lanes closing.

4. City of Colusa

None.

5. City of Williams

Mr. Kennedy states the Love's truck stop will be breaking ground after February 2017.

6. California Highway Patrol

None.

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Vann 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: Marcos Kropf, Jennifer Sutton, County Counsel.
Scott Lanphier, Director, Public Works.
Kent Boes, Transit Manager.
Jeff Schwein, Green Dot Transportation Solutions.
Wendy Tyler, CAO/Clerk of Board/Risk Manager.
Ann Nordyke, Patricia Rodriguez, Clerks.

1. TRANSIT AGENCY

Chair Vann makes time for a presentation, and discussion/comments of the Final Draft for the Short Range Transit Plan Update.

Mr. Schwein updates the Commissioners on the Short Range Transportation Plan and briefly speaks to the following: **(Copy of draft and presentation on file in Clerk's Office)**

- Purpose of the Plan
- Transit Fleet
- Service Area
- Performance Measures
- Performance Indicators
- Ridership
- Revenues
- Fare box Ratio
- Potential Service Improvements
- Communications Plan

- Financial Plan

Commissioner Kennedy states that in the fair box section it is mentioned other revenue sources, but it doesn't state what those other sources are.

Mr. Schwein states he will have to revise the plan and add more information. Brief discussion is held.

Chair Vann recommends that Commissioners review the entire plan and send comments to Mr. Schwein on any errors or edits found within the document.

2. TRANSIT AGENCY

Set January 24th, 2017 at 3:05 p.m. to hold a public hearing regarding the adoption of the Short Range Transit Plan and direct the clerk to publish and post notice of the same.

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

VI. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Vann declares a recess at 3:30 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present.

Present: Marcos Kropf, Jennifer Sutton, County Counsel.
Scott Lanphier, Director, Public Works.
Kent Boes, Transit Manager.
Jeff Schwein, Green Dot Transportation Solutions.
Wendy Tyler, CAO/Clerk of Board/Risk Manager.
Ann Nordyke, Patricia Rodriguez, Clerks.

1. TRANSPORTATION COMMISSION

Consider authorizing a 90 day extension, pursuant to Public Utility Code, Section 99245, for the completion of the Colusa County Transportation Commission annual fiscal audit.

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

Chair Vann adjourned the meeting at 3:32 p.m. to reconvene in Regular Session on January 24, 2017 at the hour of 3:00 p.m.

Kim Dolbow Vann, Chair

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

BY _____
Patricia Rodriguez, Deputy Clerk