

**Transportation Commission &
Transit Agency
COMMISSIONERS**

County of Colusa:

KIM DOLBOW VANN
GARY J. EVANS, VICE-CHAIR
DENISE J. CARTER

City Colusa:

DAVE WOMBLE, CHAIR
TOM REISCHE

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

Minutes

March 21, 2017

I. The Colusa County Transportation Commission (CCTC) and the Colusa County Transit Agency (CCTA) meets in Regular Session this 21st day of March 2017 at the hour of 3:00 p.m. Commissioners Present: David G. Womble, Chair, and Tom Reische, City of Colusa, Gary J. Evan, County of Colusa, Frank Kennedy, City of Williams. Absent: Kim Dolbow Vann and Denise J. Carter, County of Colusa.

Present: Jennifer Sutton, Senior Deputy County Counsel.
Scott Lanphier, Director, Public Works.
Kent Boes, Supervisor, District III.
David Smith, Caltrans.
Charles Bergson, Mayor Pro Tem.
Alfred Seller, Williams Mayor.
Jeff Schwein, Green Dot Solutions.
David Schwartz, City of Colusa Engineer.

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 24, 2017.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Gary J. Evans, Vice-Chair
AYES:	Gary J. Evans, Frank Kennedy, Tom Reische, Dave Womble
ABSENT:	Denise J. Carter, Kim Dolbow Vann

2. Minutes Approval

Transportation Commission & Transit Agency – Regular Meeting – February 21, 2017.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Gary J. Evans, Vice-Chair
AYES:	Gary J. Evans, Frank Kennedy, Tom Reische, Dave Womble
ABSENT:	Denise J. Carter, Kim Dolbow Vann

IV. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director.
None.

2. Transit Manager
Mr. Lanphier states that recruitment for the Transit Manager position will be re-advertised. He further states that the one potential candidate failed a reference check.

3. CalTrans.
Mr. Smith updates the Commissioners on current projects for Caltrans.
(Handout on file in Board Clerk's Office)

4. City of Colusa
Mr. Schwartz states that the cap seal project geared to Country Estates will be done by June 2017.

5. City of Williams
Commissioner Kennedy states that the City is working with Caltrans to make improvements to I-5's on and off ramps due amount of accidents.

6. California Highway Patrol
None.

3:07 Commissioner Carter is now present and seated.

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Womble 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, except Commissioner Kim Dolbow Vann.

Present: Jennifer Sutton, Senior Deputy County Counsel..
Scott Lanphier, Director, Public Works.
Kent Boes, Supervisor, District III.
David Smith, Caltrans.
Charles Bergson, Mayor Pro Tem.
Alfred Seller, Williams Mayor.
Jeff Schwein, Green Dot Solutions.
David Schwartz, City of Colusa Engineer.

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

1. TRANSIT AGENCY

Chair Womble makes time for a public hearing to receive public comment on

the Colusa County Short Range Transit Plan, **further** adopt final Short Range Transit Plan (SRTP). **(Continued from January 24, 2017 and February 21, 2017)**

Commissioner Womble inquires as to contributing factor to the lower ridership numbers.

Mr. Lanphier states he doesn't know of one specific reason for the decrease in ridership. He further states he is looking for ways to expand and increase the ridership.

Commissioner Kennedy inquires as to what the relationship between the diminished ridership percentage and the unmet needs are. Lengthy discussion held.

Mr. Bergson states that he provided a list of comments in early January 2017 on the transit plan and he would like to draw attention to some specifics and some broad comments. He states the report cites the average of four people per vehicle, per hour, and the van handles seventeen people that is a 400% increase of capacity and actual demand. He further states he did ask in regards to the account for flower deliveries other than people and it is not in the report. He further states that in regards to the budget the capital expenditure to replace the vehicles is \$600,000.00 and it is budgeted \$120,000.00 a year which may be short to handle this replacement. He states broadly Chapter 7 does a comparison of other agencies that run transit systems and they all use profits or non-profit to operate their service systems, so the report shows evidence there are improvements that can be made and the report doesn't show them. Brief discussion is held.

3:13 p.m. Chair Womble opens the Public Hearing and calls for public comment. Hearing none, Chair Womble closes the Public Hearing.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, Vice-Chair
SECONDER:	Tom Reische, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Womble
ABSENT:	Kim Dolbow Vann

TRANSIT AGENCY

2. Consider adopting Resolution No. **1617-003**, a Resolution Of The Colusa County Transit Agency Authorizing Participation In The Low Carbon Transit Operations Program (LCTOP) Project, Free Fare Day Program and Authorizing The Project Submittal and Allocation Request for LCTOP Funds, and authorize the Chair to sign.

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

VI. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Womble declares a recess at 3:17 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present, except Commission Kim Dolbow Vann.

Present: Jennifer Sutton, Senior Deputy County Counsel.
Scott Lanphier, Director, Public Works.
Kent Boes, Supervisor, District III.
David Smith, Caltrans.
Charles Bergson, Mayor Pro Tem.
Alfred Seller, Williams Mayor.
Jeff Schwein, Green Dot Solutions.
David Schwartz, City of Colusa Engineer.

TRANSPORTATION COMMISSION

1. Set Public Hearing on April 18, 2017 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:	Gary J. Evans, Vice-Chair
SECONDER:	Denise J. Carter, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Womble
ABSENT:	Kim Dolbow Vann

TRANSPORTATION COMMISSION

2. Accept the Colusa County Transportation Commission Annual Financial Audit and Non-Transit Compliance Reports for Fiscal Year 2015/2016.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Tom Reische, Commissioner
AYES:	Carter, Evans, Kennedy, Reische, Womble
ABSENT:	Kim Dolbow Vann

Chair Womble adjourned the meeting at 3:19 p.m. to reconvene in Regular Session on April 18, 2017 at the hour of 3:00 p.m.

Dave Womble, Chair

BY _____
Patricia Rodriguez, Deputy Clerk