

**Transportation Commission &
Transit Agency**
COMMISSIONERS

County of Colusa:

GARY EVANS
KENT BOES, VICE-CHAIR
DENISE CARTER

City Colusa:

DAVE WOMBLE, CHAIR

City of Williams:

FRANK KENNEDY
JOHN TROUGHTON, JR.



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 20, 2018

The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 20th day of March 2018 at the hour of 3:00 p.m. Present: Commissioners Gary J. Evans, Denise J. Carter, David Womble and Frank Kennedy. Absent: Commissioners Kent S. Boes and John Troughton, Jr.

Present: Jennifer Sutton, Senior Deputy County Counsel.
Scott Lanphier, Director, Public Works.
Thomas Simms, Transit Manager.
Kena Sannar, CalTrans.
Debbie Hickel, Purchasing and Procurement.
Ann Nordyke, Melissa Kitts, Board Clerks.

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

None.

II. APPROVAL OF THE MINUTES

1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – February 20,
2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Dave Womble
ABSENT:	Kent S. Boes, John Troughton

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director
None.
2. Transit Manager
None.
3. CalTrans
None.
4. City of Colusa
Chair Womble updates those Commissioners present on items pertaining to the PG&E Bridge Street Project.
5. City of Williams
Commissioner Kennedy updates those Commissioners present on items pertaining to the status of development projects within the City of Williams.
6. California Highway Patrol
None.

IV. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

Chair Womble declares a recess at 3:05 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency, with all Commissioners present except Kent S. Boes and John Troughton, Jr.

Present: Jennifer Sutton, Senior Deputy County Counsel.
Scott Lanphier, Director, Public Works.
Thomas Simms, Transit Manager.
Kena Sannar, CalTrans.
Ann Nordyke, Melissa Kitts, Board Clerks.

1. Approve a Charter Fare Increase effective April 2, 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Dave Womble
ABSENT:	Kent S. Boes, John Troughton

2. Adopt **Resolution No. 1718-003** A Resolution Of The Colusa County Transit Agency Regarding Low Carbon Transit Operations Program (LCTOP) Certifications And Assurances for the following project: Free Fare Day in the amount of \$28,029 and authorize the Chair to sign.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Frank Kennedy, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Dave Womble
ABSENT:	Kent S. Boes, John Troughton

Chair Womble make time to discuss plans, specifications, and working details for the purchase and installation of a power gate with key pad at the Transit Shop.

Ms. Hickel states that the addition of the man gate was not included in the original RFB specifications provided and requests the Commissioners include the man gate revision in the motion. .

3. Adopt plans, specifications and working details for a proposed Request for Bids for the purchase and installation of a power gate with key pad at the Colusa County Transit Shop with the addition of the man gate revisions.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gary J. Evans, Commissioner
SECONDER:	Denise J. Carter, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Dave Womble
ABSENT:	Kent S. Boes, John Troughton

V. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

Chair Womble adjourns from the Colusa County Transit Agency at 3:16 p.m. and states the Commissioners are now sitting as the Colusa County Transportation Commission, with all Commissioners present.

Present: Jennifer Sutton, Senior Deputy County Counsel.
 Scott Lanphier, Director, Public Works.
 Thomas Simms, Transit Manager.
 Debbie Hickel, Purchasing and Procurement.
 Kena Sannar, CalTrans.
 Ann Nordyke, Melissa Kitts, Board Clerks.

1. Approve 2017-18 Revenue and Appropriations Inter-Budget Adjustment #046. **Requires 5/6th vote.**

RESULT:	CONTINUED TO APRIL 17, 2018 MEETING
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2. Accept the Colusa County Transportation Commission Annual Financial Audit and Non-Transit Compliance Reports for Fiscal Year 2016/2017.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Denise J. Carter, Commissioner
SECONDER:	Frank Kennedy, Commissioner
AYES:	Denise J. Carter, Gary J. Evans, Frank Kennedy, Dave Womble
ABSENT:	Kent S. Boes, John Troughton

Chair Womble adjourned the meeting at 3:20 p.m. to reconvene in Regular Session on April 17, 2018 at the hour of 3:00 p.m.

David Womble, Chair

BY _____
Melissa Kitts, Deputy Clerk