

COMMISSIONERS

COUNTY OF COLUSA:

GARY EVANS
KENT BOES
DAURICE K. SMITH,
VICE CHAIR

City Colusa:

DENISE CONRADO
GREG PONCIANO

City of Williams:

FRANK KENNEDY, CHAIR



COUNTY OF COLUSA
TRANSPORTATION COMMISSION &
TRANSIT AGENCY
1215 MARKET STREET,
COLUSA, CA 95932
TELEPHONE 530-458-0508
FAX (530) 458-2035
Michael Azevedo,
Public Works Director
colusacountyca.iqm2.com
www.countyofcolusa.org

COLUSA COUNTY TRANSPORTATION COMMISSION & TRANSIT AGENCY

Agenda

September 26, 2023

Colusa County Board of Supervisors Chambers
546 Jay Street, Suite 108
Colusa, CA 95932

3:00 p.m. CALL TO ORDER/ROLL CALL

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

II. MINUTES APPROVAL

1. Minutes Approval
Transportation Commission & Transit Agency – Regular Meeting – August 29, 2023.

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Manager
2. Transit Manager
3. Caltrans
4. City of Colusa
5. City of Williams
6. California Highway Patrol

IV. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

1. Adopt a Resolution Adopting Definitions of the Terms "Unmet Transit Needs" and "Reasonable To Meet." Further, Adopt a Resolution Determining There Are No Unmet Public Transportation Needs For Fiscal Year 2022/23.

ADJOURN

PERIOD OF PUBLIC COMMENT: Any person may speak about any subject of concern, provided it is within the purview of the Transportation Commission and Transit Agency and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of **15 minutes per issue** and each individual or group will be limited to no more than **5 minutes each**. **Note:** No Board action shall be taken on comments received.

ADA COMPLIANCE: Upon request, Agendas will be made available in alternative formats to accommodate persons with disabilities. In addition, any person with a disability who requires a modification or accommodation to participate or attend this meeting may request necessary accommodation. Please make your request to the County Board Clerk, specifying your disability, the format in which you would like to receive this Agenda, and any other accommodation required no later than 24 hours prior to the start of the meeting.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS: Pursuant to Government Code section 84308, members of the Transportation Commission and Transit Agency are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Committee member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the Commission's decision on the agenda item since January 1, 2023. Members of the Transportation Commission and Transit Agency who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Committee member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Committee member and may be made either in writing to the Secretary of the Transportation Commission and Transit Agency prior to the subject hearing or by verbal disclosure at the time of the hearing.

All supporting documentation is available for public inspection and review in the Office of the Board Clerk, 547 Market Street, Suite 102, Colusa, CA 95932 during regular business hours 8:30 a.m. to 5:00 p.m., Monday through Friday.
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**Transportation Commission & Transit Agency
 Board Chambers
 546 Jay Street, Suite 108
 Colusa, CA 95932**

**Minutes
 August 29, 2023**

The The Colusa County Transportation Committee (CCTC) and the Colusa County Transit Agency (CCTA) meet in Regular Session this 29th day of August 2023 at the hour of 3:00 p.m. Present: Commissioners Kent S. Boes, Gary J. Evans, Denise Conrado and Daurice K. Smith. Absent: Commissioner Greg Ponciano and Frank Kennedy.

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

II. MINUTES APPROVAL

1. Minutes Approval
 Transportation Commission & Transit Agency – Regular Meeting – June 20, 2023.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Conrado
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

III. REPORTS (TRANSIT AND/OR TRANSPORTATION)

1. Executive Director
 None.
2. Transit Manager
 Mr. Rogers states two new buses were purchased. He updates the Commission on staffing issues for Transit and announces upcoming free fare days.
3. Caltrans
 None.
4. City of Colusa
 None.

Minutes Acceptance: Minutes of Aug 29, 2023 3:00 PM (Minutes Approval)

5. City of Williams
None.

6. California Highway Patrol
None.

IV. SITTING AS THE COLUSA COUNTY TRANSPORTATION COMMISSION

3:05 p.m. PUBLIC HEARING

Vice-Chair Smith makes time for a Public Hearing and adoption of FY 2023-24 Final Budget for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund in the amount of \$1,484,789.

Comments received by Ms. Montejano.

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

1. Adopt the FY 2023-24 Final Budget for the Local Transportation Fund, State Transit Assistance Fund, and Local Transportation Planning Fund in the amount of \$1,484,789.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Boes
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

Vice-Chair Smith declares a recess at 3:09 p.m. and states the Commissioners are now sitting as the Colusa County Transit Agency with all Commissioners present except, Commissioners Ponciano and Kennedy.

V. SITTING AS THE COLUSA COUNTY TRANSIT AGENCY

3:08 p.m. (3:05 p.m. Item on Agenda)

PUBLIC HEARING

Vice-Chair Smith makes time for a Public Hearing and adoption of FY 2023-24 Final Budget for the Transit Agency Fund in the amount of \$2,054,622.

Comments received by Ms. Montejano.

3:11 p.m. Vice-Chair Smith opens the Public Hearing and calls for public comment. Hearing none, Vice-Chair Smith closes the Public Hearing.

1. Adopt the FY 2023-24 Final Budget for the Transit Agency Fund in the amount of \$2,054,622.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Conrado
SECONDER:	Boes
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

Minutes Acceptance: Minutes of Aug 29, 2023 3:00 PM (Minutes Approval)

3:11 p.m. (3:05 p.m. Item on Agenda)

PUBLIC HEARING

Vice-Chair Smith 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. Rogers.

3:12 p.m. Vice-Chair Smith opens the Public Hearing and calls for public comment. Hearing none, Vice-Chair Smith closes the Public Hearing.

2. Determine there are no unmet public Transit needs for 2023-2024.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Conrado
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

3. Adopt **Resolution No. 2324-001** approving State of Good Repair Allocation FY 23/24 Under the Road Repair and Accountability Act of 2017.

Comments received by Mr. Rogers.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Boes
SECONDER:	Evans
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

4. Adopt **Resolution No. 2324-002** 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.

Comments received by Mr. Rogers.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Boes
SECONDER:	Conrado
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

5. Adopt the plans, specifications and working details for Transit Solar Inverter replacement and Grid Connection.

Minutes Acceptance: Minutes of Aug 29, 2023 3:00 PM (Minutes Approval)

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Conrado
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

6. Find that competitive bidding is not in the County's best interest due to compatibility, supply availability, economics and approve the purchase of an un-budgeted new Inline AFT Exchanger and authorize the Transit Agency Purchasing Agent to procure.

Comments received by Mr. Azevedo.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Evans
SECONDER:	Boes
AYES:	Smith, Boes, Evans, Conrado
ABSENT:	Kennedy, Ponciano

Vice-Chair Smith adjourned the meeting at 3:22 p.m. to reconvene in Regular Session on September 26, 2023 at the hour of 3:00 p.m.

Daurice K. Smith, Vice-Chair

Attest: Michael Azevedo,
Secretary to the Transportation
Commission & Transit Agency

BY _____
Patricia Rodriguez, Deputy Clerk

Minutes Acceptance: Minutes of Aug 29, 2023 3:00 PM (Minutes Approval)

**Request For Transportation Commission and Transit Agency**

MEETING DATE: September 26, 2023

DEPARTMENT: Transit Agency

FROM: Ron Rogers

SUBJECT: Unmet Needs Resolutions

Adopt a Resolution Adopting Definitions of the Terms "Unmet Transit Needs" and "Reasonable To Meet." Further, Adopt a Resolution Determining There Are No Unmet Public Transportation Needs For Fiscal Year 2022/23.

Detailed Description/Background of request

Attached to this item are two resolutions required to finalize the process for obtaining Transportation Development Act funding. The Social Services Tactical Advisory Committee met to determine if there were any unmet needs in the county. SSTAC did not receive any information regarding unmet needs, and the Transit Agency made a finding that there are no unmet needs. The first resolutions attached hereto defines the terms "Unmet Needs" and "Reasonable to Meet." the second resolution establishes that there are no "Unmet Needs" in the county.

Prior Board Action

08/26/23 - The Commission made a finding that there were no unmet transportation needs FY 22/23

Fiscal Impact/Funding Source

N/A

Action for the Clerk

Please provide certified copies of the resolutions to the Transit Manager

ATTACHMENTS:

- SSTAC Meeting Minutes 5-11-2023 With Matrix (DOCX)
- Unmet Needs and Reasonable To Meet Definitions Rolutions 2023 (DOCX)
- No Unmet Needs Resolution 2023 (DOCX)

**Colusa County Transit
Social Services Technical Advisory Committee
Meeting Minutes**

May 11, 2023

- I. Call to order:**
- II. Ron Rogers (CCTA) called to order the meeting of the Colusa County Social Services Technical Advisory Committee at 3:00pm on May 11, 2023 at the Colusa County Board of Supervisors Chambers, 546 Jay Street, Colusa, CA, 95932.**
- III. Introductions**
Mr. Rogers Opened and closed the meeting as there were no attendees present.
- IV. Discussion Regarding SSTAC**
No discussions were had due to no attendees present
- V. Unmet Needs Discussion**
No unmet needs were brought to the commission's attention
- VI. Adjournment**
Ron Rogers adjourned the meeting at 3:15pm.

Minutes submitted by: Ron Rogers

Testimony Presented at the Social Services Technical Advisory Committee Meeting on May 11, 2023 as presented to the Colusa County Transportation Commission May 11, 2023

Name	Need	Unmet Need?	Reasonable to Meet?
No Attendees Present	None Presented	None Presented	

RESOLUTION NO. 2023-XXX**RESOLUTION OF THE COLUSA COUNTY TRANSPORTATION COMMISSION
ADOPTING DEFINITIONS OF THE TERMS “UNMET TRANSIT NEEDS” AND
“REASONABLE TO MEET”**

WHEREAS, in compliance with California Public Utilities Code section 99401.5(c), the Colusa County Transportation Commission held a public hearing on May 11, 2023, to solicit comments on unmet transit needs that may exist within its jurisdiction and which may be reasonable to meet through new public transportation, specialized transportation services or the expansion of existing services; and

WHEREAS, the Colusa County Transportation Commission, pursuant to California Public Utilities Code section 99401.5(c), is required to adopt definitions of the terms “unmet transit needs” and “reasonable to meet”.

NOW, THEREFORE, BE IT RESOLVED that the following definitions are adopted:

1. “Unmet Transit Needs” means all essential trip requests by transit-dependent person for which there are no other convenient means of transportation.
2. “Reasonable to Meet” means public or specialized transportation services that are feasible, have community acceptance, serve a significant number of the population, are economical, and can demonstrate cost effectiveness by having a ratio of fare revenues to operating cost at least equal to 10 percent. The Colusa County Transportation Commission has determined that this definition shall also apply to all service requests which do not abuse or obscure the intent of such transportation services once they are established.

PASSED AND ADOPTED by the Colusa County Transportation Commission this 26th day of September 2023 by the following vote:

AYES:

NOES:

ABSENT:

Frank Kennedy, Chair

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ATTEST: Michael Azevedo, Secretary to the
Colusa County Transportation Commission
& Transit Agency

By _____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:

Jennifer K. Sutton,
Senior Deputy County Counsel

RESOLUTION NO. 2023-XXX**RESOLUTION OF THE COLUSA COUNTY TRANSPORTATION COMMISSION
DETERMINING THERE ARE NO UNMET PUBLIC TRANSPORTATION NEEDS FOR
FISCAL YEAR 2022-2023**

WHEREAS, Section 99401.5 of the California Public Utilities Code establishes specific requirements to be met by the local transportation planning agency before it can make allocations for implementation of elements of the Regional Transportation Plan other than those relating directly to public transportation systems and facilities provided for exclusive use of pedestrians and bicycles;

WHEREAS, this Commission, in accord with Public Utilities Code section 99401.5(a) consulted with the Social Services Transportation Advisory Council established under Section 99238 of the Public Utilities Code;

WHEREAS, this Commission identified the transit needs of Colusa County which were considered in the transportation planning process in accordance with California Public Utilities Code section 99401.5(b);

WHEREAS, this Commission held a public hearing on August 26, 2023 in accordance with Section 99401.5(c) of the California Public Utilities Code, to solicit comments relative to transit needs within Colusa County;

WHEREAS, this Commission adopted definitions of the terms “unmet transit needs”, and “reasonable to meet”, pursuant to Section 99401.5(c) of the Public Utilities Code; and

WHEREAS, this Commission considered on August 26, 2023 Unmet Needs Assessment made by the Transportation Advisory Council, of which, a copy of the Assessment meeting minutes are attached as Exhibit “A.”

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NOW, THEREFORE, BE IT RESOLVED that this Commission determines, pursuant to Section 99401.5 of the Public Utilities Code, that there are no unmet transit needs within the jurisdiction of this Commission.

PASSED AND ADOPTED this 26th day of September, 2023 by the following vote:

AYES:

NOES:

ABSENT:

Frank Kennedy, Chair

ATTEST: Michael Azevedo, Secretary to the
Colusa County Transportation Commission
& Transit Agency

By _____
Patricia Rodriguez, Deputy Clerk

APPROVED AS TO FORM:

Jennifer K. Sutton,
Senior Deputy County Counsel

Attachment: No Unmet Needs Resolution 2023 (9193 : Unmet Needs Resolutions)