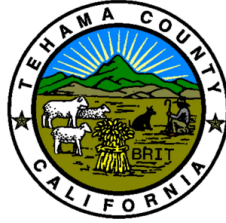


TEHAMA COUNTY TRANSIT AGENCY BOARD



Board Chambers
Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<https://tehamacounty.legistar.com/Calendar.aspx>

AGENDA FOR MONDAY, MARCH 24, 2025

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTAB created to conduct the people's business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA 96080.

STANDING ITEMS

1. **Call to Order / Introductions**
2. **Public Comment**

This time is set aside for citizens to address this Board on any item of interest to the public that is within the subject matter jurisdiction of the TCTAB provided the matter is not on the agenda or pending before this Board. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker's identity is purely voluntary during the public comment period.

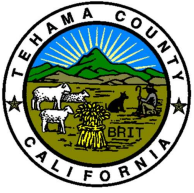
3. **Announcement of Agenda Corrections**
4. **Announcements**

REGULAR ITEMS

1. **Transit Update - TRAX General Manager Young** [25-0449](#)
2. **Approval of Claims - Accountant Jensen** [25-0433](#)
Attachments: [TCTAB Feb Claims](#)
3. **Approval of Minutes - Associate Transportation Planner Houghtby** [25-0440](#)
Attachments: [TCTAB February 24 2025 Minutes](#)
4. **Transfer of Funds - Accountant Jensen** [25-0441](#)
Attachments: [A-117 Budget Increase to TRAX](#)

Items for Future Agenda**Closing Comments****Adjourn**

The County of Tehama does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County's ADA Coordinator: Tom Provine, County of Tehama, 727 Oak St., Red Bluff, CA 96080, Phone: (530) 527-4655. Individuals with disabilities who need auxiliary aids and/or services or other accommodations for effective communication in the County's programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Tehama County Transit Agency Board meetings, please contact the ADA Coordinator prior to the day of the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator.



Tehama County

Agenda Request Form

File #: 25-0449

Agenda Date: 3/24/2025

Agenda #: 1.

Transit Update - TRAX General Manager Young

Requested Action(s)

Informational Presentation: Monthly update on the regional transit system consisting of TRAX, ParaTRAX, and METS.



Tehama County

Agenda Request Form

File #: 25-0433

Agenda Date: 3/24/2025

Agenda #: 2.

Approval of Claims - Accountant Jensen

Requested Action(s)

Approve Tehama County Transit Agency claims for February 2025, in the amount of \$429,460.97.

Financial Impact:

[Click here to enter Financial Impact.](#)

Background Information:

See attached claims summary for February 2025.

TEHAMA COUNTY TRANSIT AGENCY BOARD CLAIMS

Meeting Date: 3/24/25

Claimant	Invoice Description	Amount
CLAIMS PAID IN FEBRUARY 2025		
City of Red Bluff	1820 Bidwell St. 12/04-01/06/25	\$55.21
City of Red Bluff	1515 Schwab St. 12/04-01/06/25	\$63.58
City of Corning	Janitorial Services February 2025	\$500.00
McEntire Landscaping	Professional Services - February 2025	\$780.00
P.G. & E.	Utilities 01/02-01/30/25	\$2,786.84
Paratransit Services	Hazard Covid Pay January 2025	\$22,086.28
Paratransit Services	Contract Services January 2025	\$151,922.20
Paratransit Services	Contract Services Adjustment	\$117,818.40
Paratransit Services	ParaTRAX Services January 2025	\$62,258.44
Paratransit Services	ParaTRAX Services Adjustment	\$50,493.60
Paratransit Services	Shasta Tehama Connect January 2025	\$9,736.36
Paratransit Services	Saturday Service January 2025	\$6,521.26
Paratransit Services	METS Services January 2025	\$4,438.80
		\$429,460.97



Tehama County

Agenda Request Form

File #: 25-0440

Agenda Date: 3/24/2025

Agenda #: 3.

Approval of Minutes - Associate Transportation Planner Houghtby

Requested Action(s)

Waive the reading and approve the minutes from the February 24, 2025 Tehama County Transit Agency Board regular meeting.

Financial Impact:

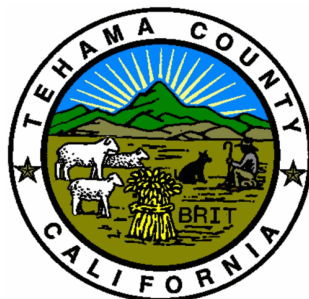
None.

Background Information:

See attached minutes.

Tehama County

*Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<https://tehamacounty.legistar.com/Calendar.aspx>*



Meeting Minutes

Monday, February 24, 2025

8:45 AM

Board Chambers

Transit Agency Board

Chairman: Jim Bacquet Vice-Chairman: Patrick Hurton
Commissioners: Pati Nolen, Matt Hansen, Tom Walker, Dave Demo

Will Pike, Interim Executive Director
Jessica Riske-Gomez, Deputy Director

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTAB created to conduct the people’s business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA 96080.

Standing Items

- 1. Call to Order / Introductions

The meeting was called to order at 9:27 AM.

Present: Commissioner Dave Demo, Commissioner Pati Nolen, Vice Chair Patrick Hurton, Commissioner Matt Hansen, and Commissioner Tom Walker
ABSENT: Chairperson Jim Bacquet

- 2. Public Comment

This time is set aside for citizens to address this Board on any item of interest to the public that is within the subject matter jurisdiction of the TCTAB provided the matter is not on the agenda or pending before this Board. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker’s identity is purely voluntary during the public comment period.

Scott Miller - Construction is going to begin again at Sister Mary Columba March 10th - April 12th.

- 3. Announcement of Agenda Corrections

No Announcements of Agenda Corrections

- 4. Announcements

No Announcements

Regular Items

1. Approval of Minutes - Transportation Planner Aide Houghtby

Waive the reading and approve the minutes from the January 27, 2025 Tehama County Transit Agency Board regular meeting.

RESULT: APPROVE

MOVER: Matt Hansen

SECONDER: Pati Nolen

AYES: Commissioner Demo, Commissioner Nolen, Vice Chair Hurton, Commissioner Hansen, and Commissioner Walker

ABSENT: Chairperson Bacquet

2. Approval of Claims - Accountant Jensen

Approve Tehama County Transit Agency claims for January 2025, in the amount of \$218,646.35.

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Dave Demo

AYES: Commissioner Demo, Commissioner Nolen, Vice Chair Hurton, Commissioner Hansen, and Commissioner Walker

ABSENT: Chairperson Bacquet

3. Items for Future Agenda

No items for future agenda.

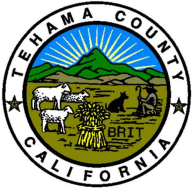
4. Closing Comments

No closing comments.

5. Adjourn

With no further business, the meeting was adjourned at 9:30 AM.

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Tehama County

Agenda Request Form

File #: 25-0441

Agenda Date: 3/24/2025

Agenda #: 4.

Transfer of Funds - Accountant Jensen

Requested Action(s)

Authorize Chairman to sign the Transfer of Funds Request of \$2,502,999.93 from Fund 53210-53210 (Misc. Expense) \$527,828.00, 53710-55628 (Contr to TRAX) \$310,900.00, 51510-55520 (Contr to other Agencies) \$1,000,000.00, and 50710-55520 (Contr to other Agencies) \$664,271.93 to Fund 117-3037-471220 (Operating Transfer-In) \$2,502,999.93 to cover current, future, and any unanticipated TRAX expenses.

Financial Impact:

This transfer will be funded by LCTOP, SGR, STA and LTF

Background Information:

Request approval to transfer funds to cover current, future, and unanticipated expenses into the TRAX account. The TRAX program is funded through multiple sources, requiring periodic transfers to ensure the program remains operational and financially stable.

Typically, these transfers occur during the mid-year budget process. However, due to the significant disruption caused by the Park Fire, attention was diverted to emergency response and recovery efforts, leading to a delay in processing this routine fund transfer. As a result, the necessary reallocation of funds was not completed at mid-year, requiring this separate agenda item to ensure sufficient funding for TRAX operations.

This fund transfer is critical to cover ongoing expenses, ensure uninterrupted transit services, and address any unforeseen financial needs that may arise for the program. Approval of this request will allow TRAX to continue operating efficiently without budgetary constraints.

BUDGET APPROPRIATION INCREASE REQUEST

Auditor Number _____

DEPARTMENT NAME TRAX

Date: March 24, 2025

I am requesting an increase or decrease to my budget appropriations as listed below:

Check one "Previous Year Revenue" "New Revenue"

Funding Source LCTOP Fund 532, SGR Fund 537, STA Fund 515, LTF Fund 507

*****Note** *General Fund and Public Safety "MUST" use Contingency when increasing budget*

Increase Revenue Budget				Increase Expenditure Budget			
FUND DEPT NO	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT	FUND DEPT NO	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
53210	53210	Miscellaneous Expense	\$ 527,828.00	117/3037	471220	Operating Transfer-In	\$ 2,502,999.93
53710	55628	Contr to TRAX	\$ 310,900.00				
51510	55520	Contr to other Agencies	\$ 1,000,000.00				
50710	55520	Contr to other Agencies	\$ 664,271.93				
Total Journal			\$ 2,502,999.93	Total Journal			\$ 2,502,999.93

INCREASE / (DECREASE) APPROVED _____

SIGNATURE OF REQUESTING OFFICIAL _____ DATE _____

AUDITOR DATE

BOARD OF SUPERVISORS DATE