

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, JUNE 23, 2025

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**
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**

5. Transit Update - TRAX General Manager Young [25-1137](#)

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

Regular Items**6. Approval of Minutes - Associate Transportation Planner Houghtby [25-1126](#)**

Waive the reading and approve the minutes from the May 19, 2025 Tehama County Transit Agency Board regular meeting.

Attachments: [May 19 2025 TCTAB Minutes](#)

7. Approval of Claims - Accountant Jensen [25-1086](#)

Approve Tehama County Transit Agency claims for May 2025, in the amount of \$270,945.90.

Attachments: [TCTAB May Claims](#)

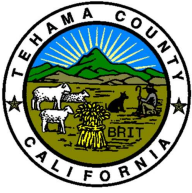
8. FTA Section 5310 Program Resolution - Deputy Director Riske-Gomez [25-1135](#)

Adopt Resolution No. 01-2025: Authorizing the Federal Funding Under Federal Transit Act (FTA) Section 5310 (49 U.S.C. Section 5310) with California Department of Transportation.

Attachments: [Authorizing 5310 Reso-01-2025](#)
[03-2021-5310-fact sheetwh](#)
[5310 Power Point](#)

9. Items for Future Agenda**10. Closing Comments****11. 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 #: 25-1137

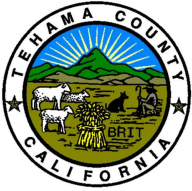
Agenda Date: 6/23/2025

Agenda #: 5.

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 #: 25-1126

Agenda Date: 6/23/2025

Agenda #: 6.

Approval of Minutes - Associate Transportation Planner Houghtby

Requested Action(s)

Waive the reading and approve the minutes from the May 19, 2025 Tehama County Transit Agency Board regular meeting.

Financial Impact:

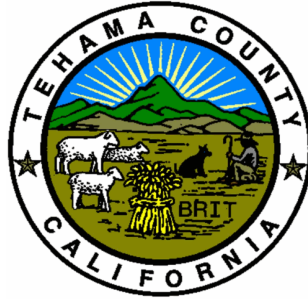
None.

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, May 19, 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, Interm Executive Director
Jessica Riske-Gomez, Deputy Director

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Standing Items

1. Call to Order / Introductions

The meeting was called to order at 9:07 A.M.

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.

No public comment.

Present: Commissioner Pati Nolen, Vice Chair Patrick Hurton, Commissioner Matt Hansen, and Commissioner Tom Walker

ABSENT: Commissioner Dave Demo, and Chairperson Jim Bacquet

3. Announcement of Agenda Corrections

No agenda corrections.

4. Announcements

No announcements.

5. Transit Update - TRAX General Manager Young

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

Regular Items**1. Approval of Minutes - Senior Transportation Planner Fox**

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

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Tom Walker

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

ABSENT: Commissioner Demo, and Chairperson Bacquet

2. Approval of Claims - Accountant Jensen

Approve Tehama County Transit Agency claims for March and April 2025, in the amount of \$611,032.66.

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Matt Hansen

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

ABSENT: Commissioner Demo, and Chairperson Bacquet

3. Transfer of Funds - Accountant Jensen

Authorize Chairman to sign the Budget Appropriation Increase Request of \$270,000.00 from Fund 50710 Revenue to Fund 117-3037-532360 (Prof./Spec. Contract Operations) \$250,000.00 and to Fund 117-3037-53170 (Maintenance of Equipment) \$20,000.00 to cover current, future, and any unanticipated TRAX expenses.

RESULT: APPROVE

MOVER: Pati Nolen

SECONDER: Tom Walker

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

ABSENT: Commissioner Demo, and Chairperson Bacquet

4. Transfer of Funds - Accountant Jensen

Authorize Chairman to sign the Budget Appropriation Increase Request of \$200,000.00 from Fund 50710 Revenue to Fund 117-3039-532360 (Prof./Spec. Contract Operations) to cover current, future, and any unanticipated ParaTRAX expenses.

RESULT: APPROVE

MOVER: Tom Walker

SECONDER: Pati Nolen

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

ABSENT: Commissioner Demo, and Chairperson Bacquet

5. Items for Future Agenda

No items for future agenda.

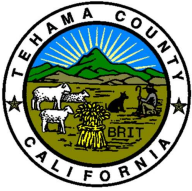
6. Closing Comments

No closing comments.

7. Adjourn

With no further business the meeting was adjourned at 9:17 A.M.

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Tehama County

Agenda Request Form

File #: 25-1086

Agenda Date: 6/23/2025

Agenda #: 7.

Approval of Claims - Accountant Jensen

Requested Action(s)

Approve Tehama County Transit Agency claims for May 2025, in the amount of \$270,945.90.

Financial Impact:

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

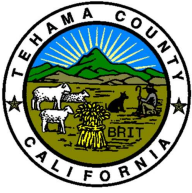
Background Information:

See attached claims summary for May 2025.

TEHAMA COUNTY TRANSIT AGENCY BOARD CLAIMS

Meeting Date: 6/23/25

Claimant	Invoice Description	Amount
CLAIMS PAID IN MAY 2025		
City of Red Bluff	1820 Bidwell St. 03/05-04/01/25	\$54.28
City of Red Bluff	1515 Schwab St. 03/05-04/01/25	\$61.76
City of Corning	Janitorial Services April 2025	\$500.00
McEntire Landscaping	Professional Services - May 2025	\$780.00
P.G. & E.	Utilities 04/03-05/01/25	\$1,708.28
Tolar Manufacturing Co. Inc.	Replacement Bus Shelter	\$15,087.69
Verizon Wireless	Communication 03/24-04/23/25	\$798.21
Paratransit Services	Contract Services April 2025	\$167,553.47
Paratransit Services	ParaTRAX Services April 2025	\$64,393.03
Paratransit Services	Shasta Tehama Connect April 2025	\$10,098.52
Paratransit Services	Saturday Service April 2025	\$6,729.63
Paratransit Services	METS Services April 2025	\$3,181.03
GRAND TOTAL:		\$270,945.90



Tehama County

Agenda Request Form

File #: 25-1135

Agenda Date: 6/23/2025

Agenda #: 8.

FTA Section 5310 Program Resolution - Deputy Director Riske-Gomez

Requested Action(s)

Adopt Resolution No. 01-2025: Authorizing the Federal Funding Under Federal Transit Act (FTA) Section 5310 (49 U.S.C. Section 5310) with California Department of Transportation.

Financial Impact:

Allocations will be announced on June 30, 2025.

Background Information:

Caltrans announced a Call for Projects for the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities grants program in June of 2025.

The program provides local transit operators and private non-profit organizations with funding for capital, planning, and operating assistance for public and private transportation services. This resolution is necessary for the submission of a Federal Funding Application under FTA Section 5310 (49 U.S.C. Section 5310) with California Department of Transportation.

TCTAB utilizes this funding source to supplement the ParaTRAX program. ParaTRAX is the dial-a-ride transit service for seniors 55 years and older and persons with disabilities.

**TEHAMAA COUNTY TRANSIT AGENCY BOARD
RESOLUTION NO. 01-2025**

RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5310(49 U.S.C. SECTION 5310) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (FTA C 9070.1G); **and**

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for seniors and individuals with disabilities; **and**

WHEREAS, the Tehama County Transit Agency Board desires to apply for said financial assistance to permit operation of paratransit service in Tehama County; **and**

WHEREAS, the Tehama County Transit Agency Board has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Transit Agency Board does hereby authorize the Executive or Deputy Director to file and execute applications on behalf of the Transit Agency with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (FTA C 9070.1G), as amended.

That the Executive Director or Deputy Director are authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That the Executive Director or Deputy Director are authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects.

That the Executive Director or Deputy Director are authorized to submit and approve request for reimbursement of funds from the Department for the Section 5310 project/s.

PASSED AND ADOPTED by the Transit Agency Board of the County of Tehama, State of California, at a regular meeting of said Commission or Board Meeting held on the 23rd day of June, 2025 by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

STATE OF CALIFORNIA)
)ss
COUNTY OF TEHAMA)

I, SEAN HOUGHTBY, County Clerk and ex-officio Clerk of the Board of Supervisors of the County of Tehama, State of California, hereby certify the above and foregoing to be full, true, and correct copy of an order adopted by said Tehama County Transportation Commission on this 23rd day of June 2025.

BY: _____
Deputy



FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities

PROGRAM FACT SHEET

Program Purpose:

- To improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options available

Funding:

- Approximately **\$18 Million** in Federal Grant funds for Large Urbanized Areas, Small Urban and Rural communities
- Call for Projects are held every 2-3 yrs
- The Federal Transit Administration (FTA) mandates that at least 55% of funding is used for Traditional Projects
- FTA mandates that no more than 45% of funding be used for Expanded Projects

Eligible Applicants:

- Private non-profit corporations (Traditional and Expanded Projects)
- Public Agencies where no non-profits provide service (Traditional Projects)
- Public Agencies approved by the State to coordinate services (Traditional Projects)
- Public Agencies (Expanded Projects)

Eligible Capital Expenses:

- Accessible vans and buses
- Mobile radios and communication equipment
- Computer hardware and software

Vehicle Replacement (Traditional) Projects:

- Vehicle(s) must be in active service
- A replacement bus or van must meet or exceed useful life at the time of application.

Service Expansion Vehicle (Traditional) Projects:

- Services to additional persons; or
- Expanding the service area or hour; or
- Increasing the number and/or frequency of trips

Examples of Eligible Mobility Management (Expanded) Projects: (but not limited to)

- Planning, development, implementation of coordinated transportation services
- Travel training/trip planning

Examples of Eligible Operating Assistance (Expanded) Projects: (but not limited to)

- Expansion of hours/service of paratransit service beyond the requirement of the American with Disabilities Act (ADA)
- Enhancement of services (same day; etc.)
- New or expansion of Volunteer Driver Programs

Program Requirements:

- Grantees are responsible for the proper use, operating costs, and maintenance of all project equipment
- Grantees certify that they will comply with State and Federal requirements
- Grantees must certify that all projects are ready for implementation at time of application

Information:

- Call for Projects expected Summer 2021 or Winter 2022
- See Caltrans Division of Rail and Mass Transportation (DRMT) Section 5310 webpage at:

<https://dot.ca.gov/programs/rail-and-mass-transportation/enhanced-mobility-of-seniors-and-individuals-with-disabilities-program-fta-5310>



FEDERAL TRANSIT ADMINISTRATION

Section 5310 Program Overview



U.S. Department of Transportation
Federal Transit Administration

Section 5310 Program Purpose

“To improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation services and expanding the transportation mobility options available.”

By Supporting

Transportation services *planned, designed, and carried out* (emphasis added) **to meet the special transportation needs of seniors and individuals with disabilities** in all areas—large urbanized, small urbanized, and rural.

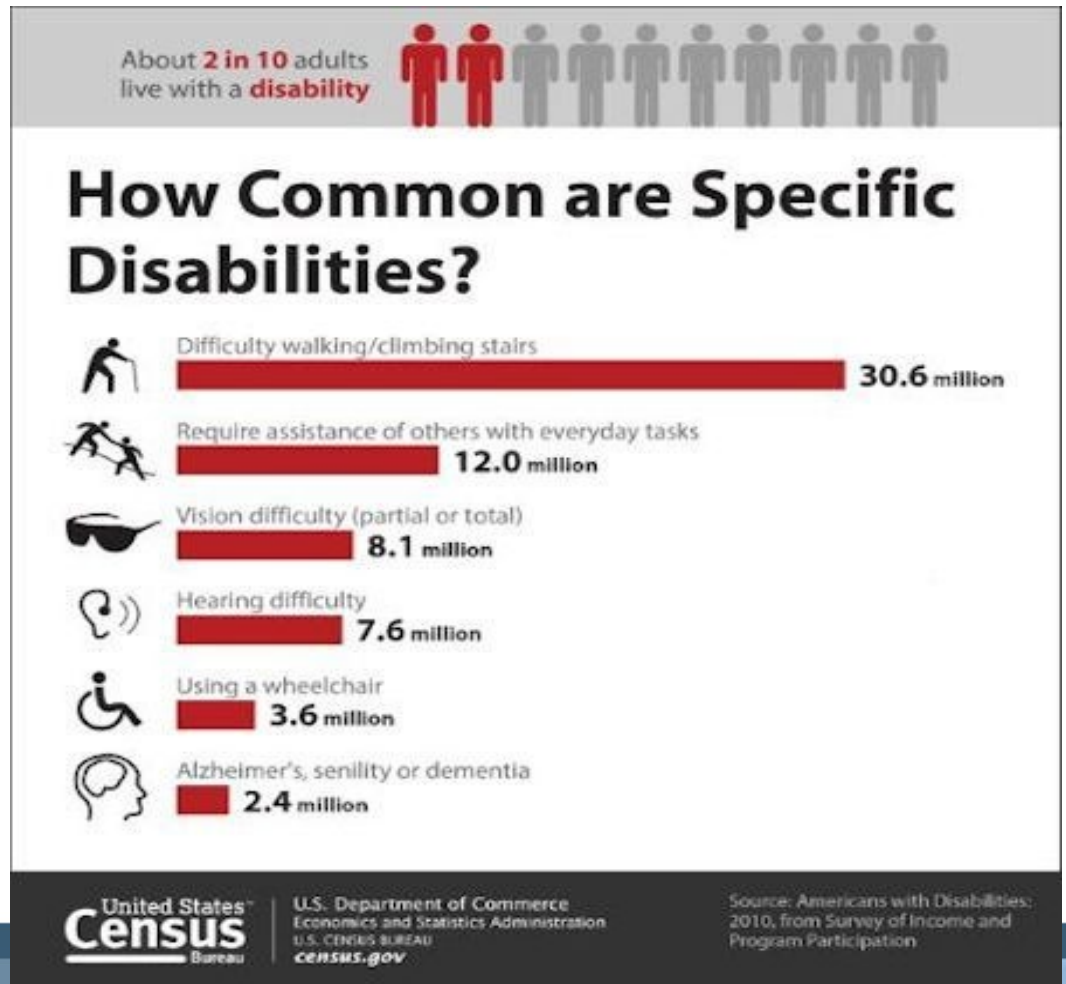
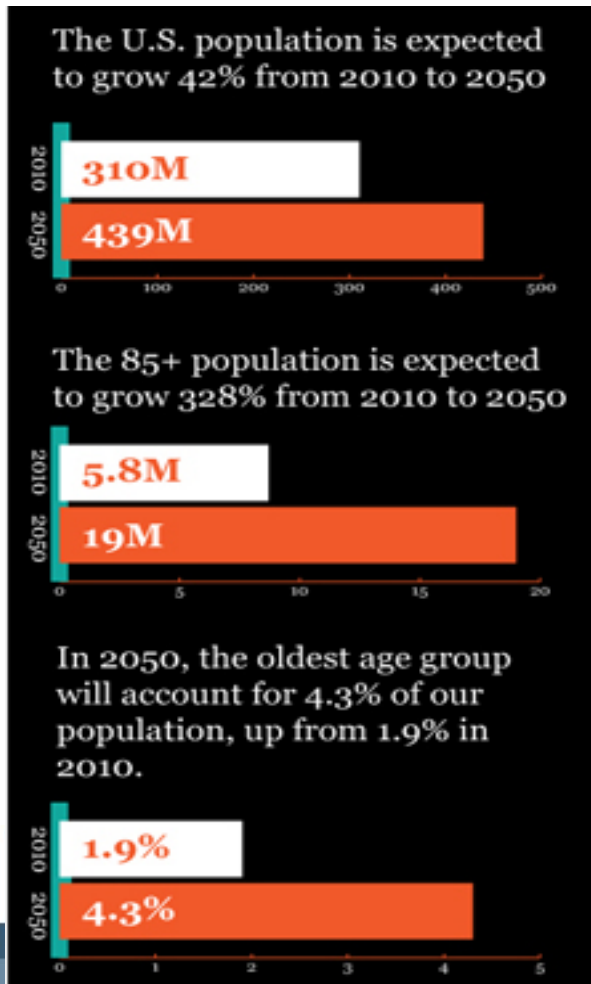
Section 5310 Program Is

A *flexible* **State-managed** program that connects seniors and individuals with disabilities to their communities.



Trends

The Section 5310 Program serves an ever growing aging population and people with disabilities.



5310 Means

Independence

“The program is helping me stay independent for as long as possible. Since I do not drive, the program allows me to go to various functions, appointments and shopping.”

Inclusion

“I got to visit a friend I hadn’t seen in 20 years. What a fun day! The outlets in Kittery? I never thought I would get there again.”

Access/Health

“I had to keep cancelling doctor’s appointments, but I’m able to get there now. It’s easy to make arrangements with this program. I just check in with my driver’s schedule and work around that.”

**Quotes from riders of 5310-funded programs*

At the Outset

5310 was established in 1975 with the following parameters:

- Discretionary capital assistance program
- Private nonprofits were eligible grantees
- Seen as a transportation gap-filling program
- Assets primarily used to transport human services agency clients

Recipients and Subrecipients: Definitions and Roles

Following the Dollars

Recipients Defined

5310 Funds are Apportioned to **Recipients**

- **States are recipients for rural and small urban areas**
- Designated recipients for large urban areas are chosen by state governors

Recipients' Role

- Document their procedures in a state management plan (SMP) or program management plan (PMP)
- Plan for future transportation needs, ensure integration and coordination among diverse transportation modes, and providers
- Develop project selection criteria consistent with the coordinated planning process
- Notify eligible local entities of funding availability

Recipients' Role (continued)

- Solicit applications from potential subrecipients
- Allocate funds to subrecipients on a fair and equitable basis
- Submit an annual program of projects (POP) and grant application to FTA
- Ensure compliance with FTA requirements

Subrecipients

For *Traditional* 5310 projects *

- Private nonprofit organizations
- A state or local government, if
 - approved by a state to coordinate services for seniors and individuals with disabilities; or
 - certifies that there are no nonprofit organizations readily available in the area to provide the service.

*Under MAP-21, 55% of a recipient's 5310 allocation must be spent on *traditional* 5310 projects.

Subrecipients (continued)

For *Other* eligible projects

- State or local governmental authority
- Private nonprofit organizations
- Operators of public transportation

Such *Other* projects reflect the inclusion of eligible uses from the former New Freedom program.

Examples of Traditional Section 5310 Projects

Capital Purchases

- **Vehicles** (i.e., buses, vans, or accessible taxis)
- Approved Vehicle Rehabilitation or Overhaul
- Related Vehicle Equipment (i.e., lifts, ramps, securement devices; etc.)
- Other Capital Equipment Purchases (i.e., communications equipment such as Mobile Data Terminals or Computers; security equipment such as camera systems for vehicles; fare collection systems; etc.)
- Mobility Management
- Cost of Leased or Contracted Services

Examples of “Other” Section 5310 Projects

- Mobility Management
- Travel Training
- Curb Cuts
- Sidewalks
- Pedestrian Signals or Other Accessible Features
- Volunteer Driver Programs (Mileage Reimbursement)

Examples of “Other” Projects (continued)

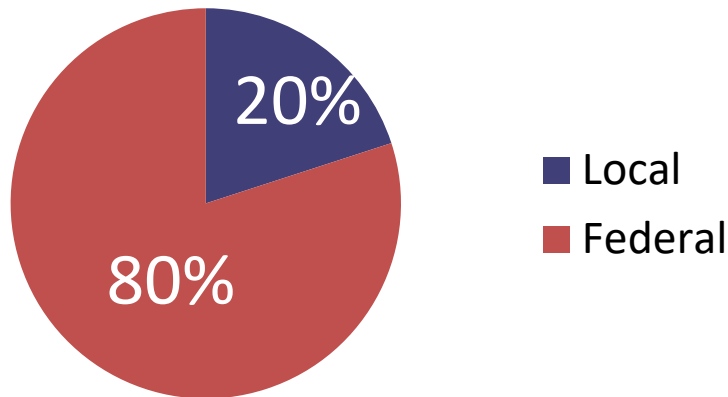
- Costs Directly Tied to Transit Operations
- Administrative Expenses
- Operation of Transportation Brokerages to Coordinate Providers, Funding Agencies, and Passengers
- Development and Operation of One-Call/One-Click Call Centers
- Voucher Programs

FAST Act Authorized Funding for Section 5310

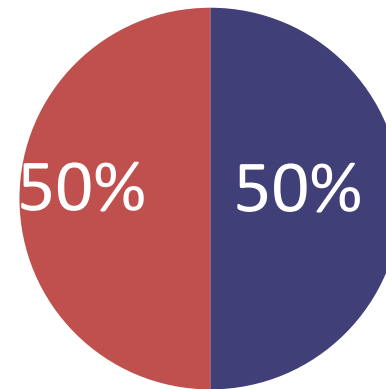
	FY 2016 (in millions)	FY 2017 (in millions)	FY 2018 (in millions)	FY 2019 (in millions)	FY 2020 (in millions)
5310 Formula Grants	\$262.95	\$268.21	\$273.84	\$279.65	\$285.58
Discretionary Pilot Program	<u>\$2.00</u>	<u>\$3.00</u>	<u>\$3.25</u>	<u>\$3.50</u>	<u>\$3.50</u>
5310 Total	\$264.95	\$271.21	\$277.09	\$283.15	\$289.08

Local Match Requirements

Capital Expenses



Operating Expenses



Exceptions:

Vehicle acquisitions to support compliance with the Americans with Disabilities Act (ADA) or the Clean Air Act have an 85% and 90% Federal match, respectively, for vehicle-related equipment and facilities.

The Project Selection Process

Making Choices To Address Needs

Steps in Project Selection

Section 5310 Recipients are responsible for:

- Developing project selection criteria consistent with the **coordinated planning process**
- Notifying eligible local entities of funding availability
- Soliciting applications from potential subrecipients
- Allocating funds to subrecipients on a fair and equitable basis
- Submitting an annual program of projects (POP) and grant application to FTA

Project Selection is Flexible

Recipients are afforded a great deal of flexibility in how they select projects.

The selection process may be:

- Formula-based
- Competitive
- Discretionary

Selection Process Requirements

Whatever the selection process, it must ensure:

- Equitable distribution among eligible groups
- Projects selected are included in the Coordinated Plan
- The Coordinated Plan was **developed and approved** in cooperation with stakeholders, including individuals with disabilities and seniors utilizing transportation services

Additional Resources

FTA Resources:

[Section 5310 Fact Sheet](#) - Provides a brief overview of the program's allocation, purpose, and other provisions

[Section 5310 Circular \(June 6, 2014\)](#) – The authoritative document on the requirements of the 5310 program

[NTD Glossary](#) - Terms used in the National Transit Database, explained

Section 5310 Technical Assistance

To find out more about the NADTC, request technical assistance, webinars, online courses, in-person events, or to sign up for the Center's e-News, send an email to: contact@nadtc.org or call (866) 528-6278





Federal Transit
Administration
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