

# TEHAMA COUNTY TRANSPORTATION COMMISSION



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

## AGENDA FOR MONDAY, FEBRUARY 23, 2026

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**8:30 AM**

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

Tom Provine, 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 TCTC 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 / Pledge of Allegiance / 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 this Board 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

- a. In accordance with AB23, it is hereby announced, the Transportation Commissioners and Transit Directors in attendance at today's meeting shall receive a stipend of \$100, per the adopted Bylaws.
- b. The next scheduled Tehama County Transportation Commission and Tehama County Transit Agency Board regular meetings are scheduled for 03-23-2026, at 8:30 AM and 8:45 AM respectively.

#### Regular Items

5. **Monthly Staff Report - Deputy Director Riske Gomez** **26-0250**  
Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.
6. **Approval of Minutes - Associate Transportation Planner Houghtby** **26-0232**  
Waive the reading and approve the minutes from the January 26, 2026 Tehama County Transportation Commission regular meeting.  
**Attachments:** [TCTC 1-26-26 Minutes](#)
7. **Approval of Claims - Accountant Jensen** **26-0197**  
Approve Tehama County Transportation Commission claims for January 2026, in the amount of \$27,742.34.  
**Attachments:** [TCTC Jan Claims](#)
8. **Unmet Needs Processes and Recommendation - Deputy Director Riske-Gomez** **26-0237**  
Adopt Resolution No. 01-2026 Unmet Transit Needs Finding, "There Are Unmet Transit Needs, Including Needs That Are Reasonable to Meet."  
**Attachments:** [TCTC Resolution 01-2026 Unmet Transit Needs Finding](#)  
[Adopted Definitions 2013](#)
9. **Local Transportation Fund Distribution - Accountant Jensen** **26-0244**  
Approval and authorization for the Executive Director to distribute Local Transportation Funds (LTF) to the Cities of Red Bluff, Corning, Tehama and County totaling \$963,448.68.  
**Attachments:** [LTF 2025 Recap 25K Min](#)

**10. Transfer of Funds - Local Transportation Funds - Accountant Jensen** [26-0245](#)

Authorize Chairman to sign the Increase of Funds Request of \$91,552.87 from Local Transportation Fund (LTF) 50710-50710-410081 (LTF ¼ Sales Tax) Transfer to Admin 527-3033-4712201 (LTF Contribution); This is the annual LTF disbursement.

**Attachments:** [LTF 2025 Recap 25K Min](#)  
[A-117 Budget Transfer Increase 527-3033](#)

**11. Funding Authorization Letter - Deputy Director Riske-Gomez** [26-0247](#)

- a) Authorize the Interim Executive Director to sign the Funding Commitment Letter and required federal match certifications associated with the Lake California Drive Reconstruction Project BUILD Grant application
- b) Authorize the Deputy Director to submit the Funding Commitment Letter required for the U.S. Department of Transportation BUILD Grant application; and
- c) All required federal match certifications, assurances, and related application documents necessary to submit the Lake California Drive Reconstruction Project for BUILD funding consideration.

**Attachments:** [Funding Commitment Letter - Match](#)

**12. Items for Future Agenda**

**13. Closing Comments**

**14. 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 Transportation Commission 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

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**File #:** 26-0250

**Agenda Date:** 2/23/2026

**Agenda #:** 5.

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### **Monthly Staff Report - Deputy Director Riske Gomez**

#### **Requested Action(s)**

Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.

#### **Financial Impact:**

None.

#### **Background Information:**

TCTC staff provides monthly updates to keep the Commission informed about ongoing projects, funding activities, and coordination with local, state, and federal partners. This report summarizes recent work, key developments, and any items that may require follow-up or direction.



# Tehama County

## Agenda Request Form

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**File #:** 26-0232

**Agenda Date:** 2/23/2026

**Agenda #:** 6.

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### **Approval of Minutes - Associate Transportation Planner Houghtby**

**Requested Action(s)**

Waive the reading and approve the minutes from the January 26, 2026 Tehama County Transportation Commission 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, January 26, 2026**

**8:30 AM**

**Board Chambers**

**Transportation Commission**

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

Tom Provine, 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 TCTC 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 / Pledge of Allegiance / Introductions

The regular meeting of the Tehama County Transportation Commission was called to order at 8:30 AM

##### **Moment of Silence - Chair’s Announcement**

Before we proceed with today’s agenda, I would like to acknowledge the tragic transit incident involving TRAX that resulted in the loss of six lives and left one individual seriously injured.

We extend our deepest condolences to the families and loved ones affected, and we honor the life and service of TRAX driver Kelly Langstaff, whose loss is profoundly felt by her colleagues and this community.

We also wish to recognize and thank the first responders and emergency personnel who responded to this horrific incident under extraordinarily difficult circumstances. Their professionalism, care, and dedication in the face of such tragedy are deeply appreciated.

Out of respect for those who were lost, those who are injured, those who are grieving, and those who responded, I ask that we pause for a moment of silence.

Thank you.

**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 this Board 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.

There was no public comment.

**3. Announcement of Agenda Corrections**

Item number 11 has been moved to be located after item number 14.

**4. Announcements**

a. In accordance with AB23, it is hereby announced, the Transportation Commissioners and Transit Directors in attendance at today’s meeting shall receive a stipend of \$100, per the adopted Bylaws.

b. The next scheduled Tehama County Transportation Commission and Tehama County Transit Agency Board regular meetings are scheduled for 2/23/2026, at 8:30 AM and 8:45 AM respectively.

**Regular Items**

**5. Approval of Minutes - Associate Transportation Planner Houghtby**

Waive the reading and approve the minutes from the October 27, 2025 Tehama County Transportation Commission regular meeting.

A motion was made by Walker, seconded by Hansen, to APPROVE this item. The motion passed by the following vote:

- RESULT:** APPROVE
- MOVER:** Tom Walker
- SECONDER:** Matt Hansen
- AYES:** Hurton, Walker, Burroughs, Demo, and Hansen
- ABSENT:** Bacquet

**6. Approval of Claims - Accountant Jensen**

Approve Tehama County Transportation Commission claims for October, November, and December 2025, in the amount of \$108,489.79.

A motion was made by Demo, seconded by Walker, to APPROVE this item. The motion carried by the following vote:

**RESULT:** APPROVE

**MOVER:** Dave Demo

**SECONDER:** Tom Walker

**AYES:** Hurton, Walker, Burroughs, Demo, and Hansen

**ABSENT:** Bacquet

**7. Monthly Staff Report - Deputy Director Riske Gomez**

Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.

An informational updated was provided by Deputy Director Riske-Gomez. An update was provided for various current projects including the 99W Corridor Study, the Lake California Access Project, the Hazard Tree Removal efforts, and the interest in installing an art instillation into a roundabout in partnership with the Paskenta Band of Nomlaki Indians.

**8. 2026 Meeting Schedule - Associate Transportation Planner Houghtby**

Adopt the TCTC regular meeting dates for 2026 including a consolidation of the November and December 2026 meetings to Monday, December 7, 2026, 8:30 AM.

The 2026 meeting dates, if approved, will be as follows:

- January 26, 2026 8:30 AM
- February 23, 2026 8:30 AM
- March 23, 2026 8:30 AM
- April 27, 2026 8:30 AM
- May 18, 2026 8:30 AM
- June 22, 2026 8:30 AM
- July 27, 2026 8:30 AM
- August 24, 2026 8:30 AM
- Sept 28, 2026 8:30 AM
- Oct 26, 2026 8:30 AM
- Dec 7, 2026 8:30 AM

A motion was made by Hansen, seconded by Walker, to ADOPT this item. The motion carried by the following vote:

- RESULT:** ADOPT
- MOVER:** Matt Hansen
- SECONDER:** Tom Walker
- AYES:** Hurton, Walker, Burroughs, Demo, and Hansen
- ABSENT:** Bacquet

**9. Interagency Agreement with Redding Area Bus Authority - Deputy Director Riske-Gomez**

Authorize the Interim Executive Director to execute the Fund Transfer Agreement between the Tehama County Transportation Commission (TCTC) and the Redding Area Bus Authority (RABA) for the transfer of Congestion Mitigation and Air Quality (CMAQ) funds to support expanded intercity transit connectivity benefiting Tehama County residents.

A motion was made by Burroughs, seconded by Walker, to APPROVE this item. The motion carried by the following vote:

- RESULT:** APPROVE
- MOVER:** Rob Burroughs
- SECONDER:** Tom Walker
- AYES:** Hurton, Walker, Burroughs, Demo, and Hansen

**10. Environmental Systems Research Institute, Inc. (ESRI) Master Agreement - Deputy Director Riske-Gomez**

- a.) Approve a three-year Master Product and Services (Enterprise) Agreement with Environmental Systems Research Institute, Inc. (ESRI) for geographic information system (GIS) software, licensing, and support services.
- b.) Find that ESRI constitutes a sole-source provider and that waiving the formal competitive bidding process is in the best interest of the public, consistent with County and Commission procurement policies.
- c.) Authorize the Interim Executive Director to execute all necessary agreements and related documents.

An informational presentation was provided by Deputy Director Riske-Gomez.

A motion was made by Hansen, seconded by Demo, to APPROVE subsection a) of this item. The motion carried by the following vote:

**RESULT:** APPROVE  
**MOVER:** Matt Hansen  
**SECONDER:** Dave Demo  
**AYES:** Hurton, Walker, Burroughs, Demo, and Hansen

A motion was made by Hansen, seconded by Walker, to APPROVE subsection b) of this item. The motion carried by the following vote:

**RESULT:** APPROVE  
**MOVER:** Matt Hansen  
**SECONDER:** Tom Walker  
**AYES:** Hurton, Walker, Burroughs, Demo, and Hansen

A motion was made by Hansen, seconded by Walker, to APPROVE subsection c) of this item. The motion carried by the following vote:

**RESULT:** APPROVE  
**MOVER:** Matt Hansen  
**SECONDER:** Dave Demo  
**AYES:** Hurton, Walker, Burroughs, Demo, and Hansen

**12. Informational Presentation on Self-Help Counties - Deputy Director Riske-Gomez**

Informational presentation on the Self-Help Counties Coalition and statewide transportation planning practices and provide direction to staff on any future educational topics the Commission would like brought forward.

An informational presentation was provided by Deputy Director Riske-Gomez. Commissioner Hansen asked if there was any cost regarding pursuing this information. Deputy Director Riske-Gomez advised only in the time spent by staff.

**13. Public Hearing: Unmet Transit Needs - Deputy Director Riske-Gomez**

## a) Overview of Annual Unmet Transit Needs process

This step of today's agenda item is to provide a brief overview of the process and invite public comment regarding unmet transit needs. The Unmet Transit Needs process specifically excludes:

- Primary and secondary school transportation.
- Minor operational improvement or changes involving issues such as bus stops, schedules and minor route changes.
- Improvements funded or scheduled for implementation in the following fiscal year.

## b) Open Unmet Transit Needs public hearing

This step of today's agenda item is to officially open the public hearing on unmet transit needs, providing an opportunity for stakeholders and community members to voice their concerns and suggestions related to local transit services.

## c) Invite public comment on unmet transit needs

This step of today's agenda item invites members of the public to provide input regarding unmet transit needs. Comments should focus on gaps or deficiencies in the current transit system that prevent residents from accessing essential services or activities.

## d) Close the public hearing and refer comments to the Social Services Transportation Advisory Council (SSTAC) for review

This step of today's agenda item is to formally close the public hearing on unmet transit needs. All comments received will be forwarded to the SSTAC for thorough review and consideration as part of the decision-making process.

An informational presentation and background information was provided by Senior Transportation Planner Fox.

The Unmet Needs Public Hearing was opened for public comment at 8:59 AM.

There was no public comment.

The Unmet Needs Public Hearing was closed for public comment at 8:59 AM.

Senior Planner Fox advised that feedback is collected year round and is still able to be submitted through surveys provided by TRAX.

**14. Watershed, Flood-Risk, and Infrastructure Assessment Coordination - Deputy Director Riske-Gomez**

Informational presentation on TCTC's ongoing coordination with Public Works - Flood Administration, the Resource Conservation District (RCD), and State and federal partners regarding watershed-driven transportation impacts and the development of a countywide infrastructure risk assessment.

An informational presentation was provided by Deputy Director Riske-Gomez. Commissioner Hansen commented that the modeling coming out of these efforts will be a useful tool to have for future development. Commissioner Demo recalled a conversation with Cal-Tans regarding a similar issue and Deputy Director Riske-Gomez advised she would reach out to Cal-Trans to follow up. Commissioner Burroughs asked if Deputy Director of Flood Justin Jensen has been present at these meetings and Deputy Director Riske-Gomez advised that he has been leading the meetings and efforts.

**11. BUILD Grant Application Support - Deputy Director Riske-Gomez**

Informational item regarding the use of the Interim Executive Director's signature authority to retain grant writing services to assist staff with preparation of a FY 2026 USDOT BUILD grant application for the Lake California Drive Reconstruction Project.

An information presentation was provided by Deputy Director Riske-Gomez.

**15. Lake California Drive - Informational Presentation**

Informational presentation from staff providing a status update on the Lake California Drive Reconstruction Project, including current scope development, programming, funding strategy, conceptual design work, and the anticipated path forward.

An information presentation was provided by Deputy Director Riske-Gomez. Commissioner Walker asked how much of the RTIP funds would be pulled off of this project if Federal funding was able to be secured. Deputy Director Riske-Gomez advised that her desire would be to relocate all of the RTIP funds to another project if Federal funding was secured. Commissioner Demo commented that it is difficult to anticipate the cost of projects that are multiple years in the future.

**16. Items for Future Agenda**

No items for future agenda.

**17. Closing Comments**

No closing comments.

**18. Adjourn**

With no further business the meeting was adjourned at 9:19 AM.

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# Tehama County

## Agenda Request Form

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**File #:** 26-0197

**Agenda Date:** 2/23/2026

**Agenda #:** 7.

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### **Approval of Claims - Accountant Jensen**

#### **Requested Action(s)**

Approve Tehama County Transportation Commission claims for January 2026, in the amount of \$27,742.34.

#### **Financial Impact:**

Click here to enter Financial Impact.

#### **Background Information:**

See attached claims summary for January 2026.

## Tehama County Transportation Commission Claims

Meeting Date: 2/23/26

Claimant	Invoice Description	Amount
<b>CLAIMS PAID IN JANUARY 2026</b>		
Cal-Act	2026 Membership	1,025.00
Cal-Card	APA Conf./CTC Town Hall/CA Spec. Dist.	3,800.08
Cal-Card	CALACT CONF. HOTEL	927.18
Chico State Enterprises	GIS Services 10/01-12/31/25	12,030.00
Copy Center	Brochures	273.70
ESRI	ArcGIS Tracker Annual Subscription	3,000.00
Obsidian IT	IT Support Services January '26	1,842.37
O'Connor & Company	TCTC Auditing Services	2,860.00
Optimize Worldwide	Web Development	25.00
Time Warner Cable	Fiber Internet January '26	719.00
UBEO	TCTC Lease Agreement 01/01-31/26	269.91
Verizon Wireless	12 iPad Pro 11 inch - Park Fire	456.12
Verizon Wireless	Communications 11/24-12/23/25	185.56
Wave Technologies	Phone Service - February	328.42
<b>GRAND TOTAL:</b>		<b>\$ 27,742.34</b>



# Tehama County

## Agenda Request Form

**File #:** 26-0237

**Agenda Date:** 2/23/2026

**Agenda #:** 8.

### Unmet Needs Processes and Recommendation - Deputy Director Riske-Gomez

#### Requested Action(s)

Adopt Resolution No. 01-2026 Unmet Transit Needs Finding, "There Are Unmet Transit Needs, Including Needs That Are Reasonable to Meet."

#### Financial Impact:

Adoption of this finding may impact the availability of Local Transportation Fund (LTF) revenues for allocation to local street and road purposes.

Pursuant to Public Utilities Code §99401.5, the Commission must first determine whether unmet transit needs exist, and whether any such needs are reasonable to meet, prior to allocating LTF revenues to non-transit purposes.

If unmet transit needs that are reasonable to meet are identified, LTF revenues must be allocated to address those needs before authorizing transfers to road funds.

#### Background Information:

The Transportation Development Act (TDA) requires each transportation planning agency to conduct an annual Unmet Transit Needs (UTN) process.

Before LTF funds may be allocated for non-transit purposes, the Commission must adopt one of the following findings pursuant to Public Utilities Code §99401.5:

1. There are no unmet transit needs;
2. There are no unmet transit needs that are reasonable to meet; or
3. There are unmet transit needs, including needs that are reasonable to meet.

The Commission has previously adopted definitions of "Unmet Transit Needs" and "Reasonable to Meet" (August 27, 2013). These definitions establish the evaluation criteria used during the annual review process.

The Social Services Transportation Advisory Council (SSTAC), as required under TDA statute, met on October 2, 2025 to begin review of potential unmet transit needs.

Public input was solicited and received through:

- Direct email correspondence

- Public surveys
- Testimony at the January 26, 2026 joint TCTC/TCTAB public hearing

On February 5, 2026, the SSTAC reviewed all submitted comments and compared them against the Commission's adopted definitions of "Unmet Transit Needs" and "Reasonable to Meet."

In evaluating comments received, the SSTAC and staff applied the Commission's adopted criteria, which include consideration of:

- Whether the request meets the adopted definition of an unmet transit need
- Financial feasibility within projected LTF revenues
- Ability to meet required farebox recovery standards
- Consistency with adopted transit planning documents (e.g., RTP, SRTP)
- Demonstrated community support
- Operational feasibility and implementation constraints

Each request was categorized and evaluated against these criteria prior to the SSTAC's recommendation.

After review of all comments and application of the adopted evaluation criteria, the SSTAC recommends that the Commission adopt:

**Finding iii:** There are unmet transit needs, including needs that are reasonable to meet.

If the Commission adopts this finding, staff will:

- Conduct further operational and financial analysis of the identified needs
- Develop service options and cost estimates
- Identify potential funding strategies
- Return to the Commission with implementation recommendations prior to FY 2026/27 LTF allocation decisions

This process ensures compliance with TDA requirements while maintaining fiscal transparency regarding the potential impact to LTF transfers to local street and road programs.

## 25/26 UNMET NEEDS

If comment does not meet the definition of unmet transit need, no further review is needed.

If comment is an unmet need, ask if it is a reasonable need to meet.

Or refer comment to staff for cost analysis.

<b>Public Comment for Review</b>	<b>Does it meet definition of Unmet Transit Need (Yes, No)</b>	<b>Is need reasonable to meet? Yes, No, Refer to staff for cost analysis</b>	<b>Recommended Action From Executive Director</b>
Service to the PATH Shelter	No	Reasonable to meet	Already completed in 2025
Sunday Service	Yes	Unreasonable to meet at this time	Cost prohibitive
Earlier morning services in Corning	Yes	Reasonable to meet	Referred to staff for cost analysis
Later services	Yes	Reasonable to meet	Referred to staff for cost analysis
Split route 1 & 2	Yes	Reasonable to meet	Referred to staff for cost analysis
More benches in Corning	No	Minor Operational Improvement	Already part of service provided
Wheelchair lift for ParaTRAX	No	Minor Operational Improvement	Already part of service provided

**Tehama County Transportation Commission  
Resolution No. 01-2026:**

**Unmet Transit Needs Finding “There Are Unmet Transit Needs,  
Including Needs That Are Reasonable To Meet”**

**WHEREAS**, pursuant to the Transportation Development Act (TDA), the Tehama County Transportation Commission (TCTC) is required to make a finding regarding the unmet transit needs within the County on an annual basis; **and**

**WHEREAS**, pursuant to Section 99401.5, of the TDA, as the basis of this process, TCTC has defined "Unmet Transit Needs" and "Reasonable to Meet" as adopted in Resolution 13-2013; **and**

**WHEREAS**, pursuant to Sections 99238, 99238.5 and 99401.5(a), of the TDA, the TCTC has established and received input from the Social Services Transportation Advisory Council; **and**

**WHEREAS**, pursuant to Article 8, Section 99401.5(b), of the TDA, the TCTC has identified the transit needs of the jurisdiction, which have been considered a part of the transportation planning process; **and**

**WHEREAS**, pursuant to Article 8, Section 99238.5 of the Public Utilities Code, the Tehama County Transit Agency Board advertised and held a public hearing on January 26, 2026, in order to receive public input regarding any unmet transit needs which might exist in the County; **and**

**WHEREAS**, public testimony was received on the matter of unmet transit needs in the Tehama County region; **and**

**WHEREAS**, for the 2025-2026 Fiscal Year, the Social Services Transportation Advisory Council reviewed the unmet transit needs in the Tehama County Region and recommends to the TCTC that a finding be adopted, "That there are unmet transit needs that are reasonable to meet." **and**

**WHEREAS**, pursuant to Section 99401.5, of the TDA, the TCTC has prepared the Unmet Transit Needs Finding documentation to reflect comments received during the public participation process and adopt a finding for Fiscal Year 2025-2026.

**NOW, THEREFORE, BE IT RESOLVED** that the TCTC hereby adopts the Unmet Transit Needs Finding, "There are unmet transit needs, including needs that are reasonable to meet."

**STATE OF CALIFORNIA )**

**)ss**

**COUNTY OF TEHAMA )**

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 \_\_th day of February \_\_\_\_.

By: \_\_\_\_\_  
Deputy

**TEHAMA COUNTY TRANSPORTATION COMMISSION ADOPTED  
DEFINITIONS OF “UNMET TRANSIT NEEDS” & “REASONABLE TO MEET”  
Adopted August 27, 2013**

**“UNMET TRANSIT NEEDS”**

Those public transportation services that have not been funded or implemented but have been identified through public input, including the annual unmet transit needs public hearing, transit needs studies, and other methods approved with the commission.

**Unmet transit needs specifically include:**

- Public transit services not currently provided for persons who rely on public transit to reach employment or medical assistance, shop for food or clothing, or obtain social services such as health care, county welfare programs and educational programs.
- Trips requested by the transit dependent or transit disadvantaged persons, for which there is no other available means of transportation. Transit dependent or transit disadvantaged shall include, but not be limited to, the elderly, the disabled, and persons of limited means.

Unmet transit needs specifically excludes:

- Primary and secondary school transportation.
- Minor operational improvements or changes, involving issues such as bus stops, schedules and minor route changes.
- Improvements funded or scheduled for implementation in the following fiscal year.

**“REASONABLE TO MEET”**

The definition of Reasonable to Meet is based on the requirements of the Transportation Development Act (TDA). More specifically, those public transportation services that are Reasonable to Meet are those which meet the following criteria:

- (1) Pursuant to the requirements of PUC Section 99401.5(c), a determination of needs that are reasonable to meet shall not be made by comparing unmet transit needs with the needs for streets and roads. The fact that an identified need cannot fully be met based on available resources shall not be the sole reason for finding that a transit need is not reasonable to meet.
- (2) If projected cost per passenger by route and/or passenger per hour of the requested service are within 50% of current fiscal year averages. For example 2013 average cost per passenger by route is \$12.00 and within 50% would be a cost per passenger by route of \$18.00. Thus a new service that meets a cost per passenger by route of \$18 is reasonable to meet. Also, in 2013 the average number of passengers per hour was 9 and within 50% would be 4 passengers per hour for a new service. Thus a new service that has 4 passengers per hour is reasonable to meet.
- (3) If new service(s) do not meet the above-mentioned performance criteria within six months service may be terminated.
- (4) Services which if implemented or funded, would not duplicate or replace existing services. The Commission may use the following as a determinant in the implementation of new services:
  - a. Forecast of anticipated ridership if service is provided
  - b. Estimate of capital and operating costs for the provision of such services.

- (5) Services, which, if implemented or funded, would not cause the responsible operator to incur expenditures in excess of the maximum amount of:
- a. Local Transportation Funds and State Transit Assistance Funds, which may be available for such operator to claim.
  - b. Federal Transportation Administration (FTA) Funds or other support for public transportation services which are committed by federal and/or state agencies by formula or tentative approval of specific grant requests.
- (6) Opportunities for coordination among adjoining public entities or with private transportation providers and/or funding agencies. This should include consideration of other existing resources, as well as the legal or customary responsibilities of other entities (e.g., social services agencies, religious organizations, schools, carpools). Duplication of other services or resources is unnecessary and not a prudent use of public funds



# Tehama County

## Agenda Request Form

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**File #:** 26-0244

**Agenda Date:** 2/23/2026

**Agenda #:** 9.

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### Local Transportation Fund Distribution - Accountant Jensen

**Requested Action(s)**

Approval and authorization for the Executive Director to distribute Local Transportation Funds (LTF) to the Cities of Red Bluff, Corning, Tehama and County totaling \$963,448.68.

**Financial Impact:**

None.

**Background Information:**

**LTF:** The Transportation Development Act (TDA) legislation was passed by the state to provide funding to counties for transit and non-transit-related purposes. This legislation improves existing public transportation services through a regional transportation plan. The Local Transportation Fund (LTF) is derived from a 1/4-cent general sales tax, and counties may use LTF for local streets and roads projects if all transit needs are met.

Following the annual Unmet Transit Needs Process, the amount of available funding for regional road funds is determined. This year, that distribution has been determined to be \$963,448.68. This total was reached following the deduction of the cost of the transit program from the prior year's fund distribution, as TDA funding prioritizes transit first, with no more than 50% of remaining funds eligible for use on local streets and roads.

TDA guidelines may be located at:

<https://dot.ca.gov/-/media/dot-media/programs/rail-mass-transportation/documents/f0009844-tda-07-2018-a11y.pdf>.

# 2025-2026 Fiscal Year LTF Disbursements

			LTF
			<u>2024-2025 FY LTF Disbursements</u>
			\$ 3,051,762.37 LTF Funds Available for Disbursement from 2024/25 Revenues
<hr/>			
			\$ 3,051,762.37 Total Transit Operations Funding
			\$25,000.00 Minimum to City of Tehama
		3.000%	\$ 91,552.87 TCTC/TCTAB Administrative Expense
			\$ 1,971,760.82 TRAX/ParaTRAX Contract Expense (Actuals)
			<hr/>
			\$ 963,448.68
County/City	1/1/2020	Pop. %	
<b>Tehama</b>	64,387		
Corning	7,590	12.333%	\$ 118,822.13
Red Bluff	14,250	22.333%	\$ 215,166.99
County	42,136	65.334%	\$ 629,459.56
		<hr/>	<hr/>
		100.000%	\$ 963,448.68



# Tehama County

## Agenda Request Form

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**File #:** 26-0245

**Agenda Date:** 2/23/2026

**Agenda #:** 10.

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### **Transfer of Funds - Local Transportation Funds - Accountant Jensen**

#### **Requested Action(s)**

Authorize Chairman to sign the Increase of Funds Request of \$91,552.87 from Local Transportation Fund (LTF) 50710-50710-410081 (LTF ¼ Sales Tax) Transfer to Admin 527-3033-4712201 (LTF Contribution); This is the annual LTF disbursement.

#### **Financial Impact:**

This transfer will be funded by LTF Reserves and will not have an impact.

#### **Background Information:**

These funds represent the annual Local Transportation Fund (LTF) contribution for the Tehama County Transportation Commission (TCTC) and Tehama County Transit Agency Board (TCTAB) administrative expenses. This funding supports staff time, operational costs, and other administrative expenses necessary to fulfill the planning, oversight, and management responsibilities of TCTC/TCTAB. These resources ensure compliance with state and federal transportation planning requirements while facilitating essential transportation programs and services for Tehama County.

# 2025-2026 Fiscal Year LTF Disbursements

			LTF	
			<u>2024-2025 FY LTF Disbursements</u>	
			\$ 3,051,762.37	LTF Funds Available for Disbursement from 2024/25 Revenues
			\$ 3,051,762.37	Total Transit Operations Funding
			\$25,000.00	Minimum to City of Tehama
			\$ 91,552.87	TCTC/TCTAB Administrative Expense
			\$ 1,971,760.82	TRAX/ParaTRAX Contract Expense (Actuals)
			\$ 963,448.68	
County/City	1/1/2020	Pop. %		
<b>Tehama</b>	64,387			
Corning	7,590	12.333%	\$ 118,822.13	
Red Bluff	14,250	22.333%	\$ 215,166.99	
County	42,136	65.334%	\$ 629,459.56	
		100.000%	\$ 963,448.68	





# Tehama County

## Agenda Request Form

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**File #:** 26-0247

**Agenda Date:** 2/23/2026

**Agenda #:** 11.

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### Funding Authorization Letter - Deputy Director Riske-Gomez

#### Requested Action(s)

- a) Authorize the Interim Executive Director to sign the Funding Commitment Letter and required federal match certifications associated with the Lake California Drive Reconstruction Project BUILD Grant application
- b) Authorize the Deputy Director to submit the Funding Commitment Letter required for the U.S. Department of Transportation BUILD Grant application; and
- c) All required federal match certifications, assurances, and related application documents necessary to submit the Lake California Drive Reconstruction Project for BUILD funding consideration.

#### Financial Impact:

No immediate fiscal impact is associated with this authorization.

#### Background Information:

The Lake California Drive Reconstruction Project is being submitted to the U.S. Department of Transportation under the Better Utilizing Investments to Leverage Development (BUILD) Grant Program.

As part of the federal application requirements, the applicant agency must provide:

- A formal Funding Commitment Letter affirming availability of the required non-federal match;
- Certification that matching funds are committed, eligible, and not derived from prohibited federal sources; and
- Authorized signature from the agency's chief executive or delegated official.

The Commission has previously discussed the funding strategy for the Lake California Drive Reconstruction Project, including leveraging STIP programming capacity and eligible match sources consistent with 23 U.S.C. §120 and BUILD NOFO requirements.

Due to the application deadline and federal compliance requirements, staff is requesting authorization for the Interim Executive Director to execute the funding commitment documentation on behalf of the Commission.

This action authorizes submission only. Any subsequent award acceptance, fund programming, budget amendments, or construction authorization will be presented to the Commission for formal approval.

JIM BACQUET, - City of Tehama  
PATRICK HURTON- City of Red Bluff,  
TOM WALKER - Tehama County  
MATT HANSEN - Tehama County  
DAVE DEMO – City of Corning  
ROB BURROUGHS - Tehama County



TOM PROVINE, Interim Executive Director  
JESSICA RISKE-GOMEZ, Deputy Director - Transportation

Red Bluff • Corning • Tehama • Tehama County  
1509 Schwab Street, Red Bluff, CA 96080 • (530) 602-8282

February 18, 2026

**The Honorable Sean Duffy**  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

**RE: Lake California Drive Reconstruction Project – Funding Commitment and Federal Matching Requirements**

Dear Secretary Duffy:

On behalf of the Tehama County Transportation Commission (TCTC), I am writing to formally certify the County’s funding commitment and financial capacity to fully deliver the Lake California Drive Reconstruction Project, submitted for consideration under the BUILD Discretionary Grant Program.

BUILD, other federal, and non-federal funds will be used to advance the Lake California Drive Reconstruction Project through final design, right-of-way, and construction, consistent with the approved project scope and eligible cost categories identified in the application budget.

The total future eligible cost of the project is \$39,550,000, supported by a diversified and resilient funding plan consisting of:

- BUILD Discretionary Grant Funds: \$21,926,362
- Other Federal Funds (including STIP, HSIP, CMAQ, and Congressionally Directed Spending): \$9,713,638
- Non-Federal Funds: \$7,910,000

The non-federal share will be satisfied through the State Transportation Improvement Program (STIP) and Toll Credits In Lieu of Federal Match. With adoption of the 2026 STIP Guidelines, completion of a Project Study Report (PSR) or PSR-equivalent document became a mandatory prerequisite for new projects prior to STIP programming, and the Lake California Drive Reconstruction Project is currently completing its PSR to meet this requirement.

The project is presently programmed in Engineering and Planning (E&P / PA&ED) in the 2026 Tehama County Regional Transportation Improvement Program (RTIP), with the remaining available STIP shares to be programmed in the 2028 STIP cycle following PSR completion and

acceptance. This sequence reflects established state programming requirements and does not indicate any funding constraint or project delivery uncertainty.

The total 2026 Tehama County RTIP programming capacity was \$7,817,000, of which \$1,615,000 has been programmed, leaving an available balance of \$6,202,000 entering the 2028 STIP cycle. Based on historical STIP fund estimate trends, Tehama County's county share has increased by approximately \$2,500,000 to \$3,500,000 in new programming capacity during each biennial cycle. Accordingly, Tehama County can reasonably anticipate a minimum available balance of approximately \$8,700,000 million entering the 2028 programming cycle, exclusive of any revenue forecast adjustments.

TCTC hereby certifies that sufficient funding capacity is available to fully deliver the Lake California Drive Reconstruction Project in accordance with federal and state requirements:

- Sufficient STIP share balance is available to fully fund the project's non-federal share.
- The Tehama County Transportation Commission formally commits to programming STIP funds at an amount sufficient to meet and exceed all applicable federal matching requirements.
- The County and the Tehama County Transportation Commission possess the financial capacity and administrative experience necessary to advance reimbursable costs and deliver the project in compliance with federal requirements.

By leveraging competitive federal discretionary funding, TCTC is able to preserve limited state and local formula resources for additional priority transportation needs while ensuring full delivery of this critical safety, evacuation, and complete streets project serving a single-access, rural community.

Based on the commitments outlined above, TCTC affirms that the Lake California Drive Reconstruction Project is fully fundable, financially complete, and ready to advance upon award.

Thank you for your consideration of this request and for your continued commitment to improving transportation safety and resilience in rural communities.

Respectfully,

Tom Provine  
Interim Executive Director  
Tehama County Transportation Commission