

TEHAMA COUNTY 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, APRIL 22, 2024

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

James N. Simon, 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.

1. Call to Order and 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

None at this time.

5. Transit Update

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

6. **Approval of Claims - Accountant Jensen** [24-435](#)
Approve Tehama County Transit Agency claims for February and March 2024, in the total amount of \$441,951.38.
7. **Approval of Minutes - Associate Planner Fox** [24-431](#)
Waive the reading and approve the minutes from the February 26, 2024, Tehama County Transit Agency Board regular meeting.
8. **Updated 2024 Meeting Schedule - Deputy Director Riske-Gomez** [24-446](#)
Adopt the updated TCTAB regular meeting dates for 2024 including a consolidation of the November and December 2024 meetings to Monday, December 2, 2024, 8:45 AM.
9. **Transfer of Funds - Admin - Accountant Jensen** [24-455](#)
Authorize Chairman to sign the Transfer of Funds Request of \$200,000 from Fund 527-3034-57608 (Spec. Dept. Equipment) to Fund 527-3034-57500 (Improvement & Structures) to cover construction expenses.
10. **Items for Future Agendas**
11. **Closing Comments**
12. **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 Groundwater Sustainability Agency Groundwater 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

727 Oak Street, Red Bluff,
CA 96080
(530) 527-4655
<http://www.co.tehama.ca.us>

File #: 24-435

Agenda Date: 4/22/2024

Agenda #: 6.

Approval of Claims - Accountant Jensen

Requested Action(s)

Approve Tehama County Transit Agency claims for February and March 2024, in the total amount of \$441,951.38.

Financial Impact:

Click here to enter Financial Impact.

Background Information:

See attached claims summary for February and March 2024.

TEHAMA COUNTY TRANSIT AGENCY BOARD CLAIMS

Meeting Date: 4/22/24

Claimant	Invoice Description	Amount
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CLAIMS PAID IN FEBRUARY 2024		
City of Red Bluff	1820 Bidwell St. 01/04-02/02/24	\$56.10
City of Red Bluff	1515 Schwab St. 01/04-02/02/24	\$63.41
City of Corning	Janitorial Services February 2024	\$500.00
McEntire Landscaping	Professional Services - February	\$780.00
Optimize Worldwide, Inc.	Web Development	\$25.00
P.G. & E.	Utilities 01/04-02/01/24	\$2,771.30
P.G. & E.	Utilities 12/05-01/03/24	\$2,326.67
Paratransit Services	Hazard Covid Pay Januaray 2024	\$22,968.80
Paratransit Services	Contract Services January 2024	\$120,781.57
Paratransit Services	Shasta Tehama Connect January 2024	\$9,582.43
Paratransit Services	ParaTRAX services January 2024	\$48,403.82
Paratransit Services	Saturday Service January 2024	\$6,341.75
Paratransit Services	METS Services January 2024	\$3,005.77

\$217,606.62

CLAIMS PAID IN MARCH 2024		
City of Corning	Janitorial Services March 2024	\$500.00
McEntire Landscaping	Professional Services - March	\$780.00
Red Bluff Fence	TRAX Fence Maintenance	\$150.00
P.G. & E.	Utilities 02/02-03/04/24	\$2,766.98
Verizon Wireless	Communication 01/24-02/23/24	\$798.21
Paratransit Services	Hazard Covid Pay February 2024	\$26,150.08
Paratransit Services	Contract Services February 2024	\$125,212.38
Paratransit Services	Shasta Tehama Connect February 2024	\$9,226.35
Paratransit Services	ParaTRAX services February 2024	\$49,262.61
Paratransit Services	Saturday Service February 2024	\$6,425.82
Paratransit Services	METS Services February 2024	\$3,072.33

\$224,344.76



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File #: 24-431

Agenda Date: 4/22/2024

Agenda #: 7.

Approval of Minutes - Associate Planner Fox

Requested Action(s)

Waive the reading and approve the minutes from the February 26, 2024, Tehama County Transit Agency Board regular meeting.

Financial Impact:

Click here to enter Financial Impact.

Background Information:

See attached minutes.

Tehama County Transit Agency Board



Minutes of February 26, 2024, Meeting

Tehama County Board of Supervisors Chambers

727 Oak Street, Red Bluff, CA 96080

<http://www.co.tehama.ca.us>

Attendee Name	Title	Status
Jim Bacquet	Director	Present
Bill Moule	Director	Present
Dave Demo	Director	Present
Pati Nolen	Director	Present
Matt Hansen	Director	Present
Patrick Hurton	Director	Present

1. Call to Order and Introductions

Director Bacquet called the meeting to order at 8:45 AM.

2. Public Comment

None.

3. Announcement of Agenda Corrections

None.

4. Announcements

None.

5. Transit Update - TRAX General Manager Young

TRAX General Manager Young provided a monthly update on the regional transit system consisting of TRAX, ParaTRAX and METS

Following discussion, TRAX General Manager Young was thanked for the presentation.

6. Approval of Claims - Accountant Jensen

Motion by Director Nolan, second by Director Moule to approve Tehama County Transit Agency claims for January 2024, in the total amount of \$226,683.45.

RESULT:	Approved
MOVER:	Pati Nolen
SECONDER:	Bill Moule
AYES:	Nolen, Hurton, Moule, Hansen, Bacquet, Demo
ABSENT:	None

7. Approval of Minutes - Associate Planner Fox

Motion by Director Moule, second by Director Nolen, to waive the reading and approve the minutes from the January 29, 2024, Tehama County Transit Agency Board regular meeting.

RESULT:	Approved
MOVER:	Bill Moule
SECONDER:	Pati Nolen
AYES:	Nolen, Hurton, Moule, Hansen, Bacquet, Demo
ABSENT:	None

8. TRAX Contract - Direction to Staff - Deputy Director Riske-Gomez

Motion by Director Moule, second by Director Nolen, to provide the following direction to staff: "To exercise the option to extend the TRAX agreement under provisions in the contract, including processing of all associated paperwork. If warranted an amendment may be considered following supporting documentation provided by contractor supporting any proposed changes to the contract."

RESULT:	Approved
MOVER:	Bill Moule
SECONDER:	Pati Nolen
AYES:	Nolen, Hurton, Moule, Hansen, Bacquet, Demo
ABSENT:	None

9. Items for Future Agenda

None.

10. Closing Comments

None.

11. Adjourn

With no further business, the meeting adjourned at 9:09 AM.



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File #: 24-446

Agenda Date: 4/22/2024

Agenda #: 8.

Updated 2024 Meeting Schedule - Deputy Director Riske-Gomez

Requested Action(s)

Adopt the updated TCTAB regular meeting dates for 2024 including a consolidation of the November and December 2024 meetings to Monday, December 2, 2024, 8:45 AM.

Financial Impact:

None.

Background Information:

The updated 2024 meeting dates, if approved, will be as follows:

- Monday, January 29, 2024, 8:45 AM
- Monday, February 26, 2024, 8:45 AM
- Monday, March 25, 2024, 8:45 AM
- Monday, April 22, 2024, 8:45 AM
- Monday, May 20, 2024, 8:45 AM (Updated due to holiday)
- Monday, June 24, 2024, 8:45 AM
- Monday, July 22, 2024, 8:45 AM
- Monday, August 26, 2024, 8:45 AM
- Monday, September 30, 2024, 8:45 AM (Updated due to holiday)
- Monday, October 28, 2024, 8:45 AM
- Monday, December 2, 2024, 8:45 AM



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File #: 24-455

Agenda Date: 4/22/2024

Agenda #: 9.

Transfer of Funds - Admin - Accountant Jensen

Requested Action(s)

Authorize Chairman to sign the Transfer of Funds Request of \$200,000 from Fund 527-3034-57608 (Spec. Dept. Equipment) to Fund 527-3034-57500 (Improvement & Structures) to cover construction expenses.

Financial Impact:

No Financial Impact

Background Information:

Staff are requesting approval for a fund transfer from the Special Department Equipment which was intended to support the purchase of the first Zero Emission Vehicle (ZEV) for the TRAX fleet. This transfer will address unforeseen construction cost overruns which have been addressed via Change Order by the Tehama County Board of Supervisors.

This reallocation is justified by the critical nature of closing out construction and completing the transit facility project. The surplus in the Zero Emission Vehicle expense budget has been contributed to supply chain difficulties and delays in converting the fleet.

At this time the staff is unable to move forward with purchasing a ZEV and is concurrently assessing alternative fuel sources. Purchasing an electric transit vehicle is not prudent at this time and the surplus identified within the vehicle expense budget presents an opportunity to reallocate funds in a manner that maximizes their impact on an existing project and completing the transit facility improvements.

