

# **BYLAWS OF THE TEHAMA COUNTY TRANSIT AGENCY BOARD**

## **ARTICLE I**

### **NAME**

SECTION 1: The name of this Board shall be the “Tehama County Transit Agency Board” (TCTAB).

## **ARTICLE II**

### **MISSION STATEMENT**

SECTION 1: The mission of the Tehama County Transit Agency Board is to maintain and improve mobility and access for the people, goods and services in and through Tehama County.

### **VISION STATEMENT**

SECTION 2: To promote a reliable, flexible, efficient and safe transit system throughout Tehama County.

### **VALUE STATEMENT**

SECTION 3: The Tehama County Transit Agency Board promotes the following value statements.

- Optimize the existing transit system by improving trip quality, including safety, reliability and access.
- Build a transit partnership with Federal, State, local, private, and community organizations for a better transit system.
- Efficiently and effectively deliver operational improvements that enhance and improve the safe movement of people, goods and services.
- Use public transportation funds in a timely, cost-effective manner for the purposes intended and consistent with federal and state laws and regulations, and with Tehama County’s social, economic, and environmental goals.
- Use new technologies and management strategies to continuously improve the transit services in Tehama County.

## **ARTICLE III**

### **PURPOSE**

SECTION 1: The Tehama County Transit Agency Board is a governing body created pursuant to state law and designated in the enabling legislation as a transit development board. Solely for purposes of submission of claims, receipt of funds, separate annual reporting to the Controller, and provision of service as an operator under Chapter 4, Article 1, any non-profit corporation or other legal entity wholly owned or controlled by the transit development board which operates a public transportation system.

## **ARTICLE IV**

### **AREA OF SERVICE**

SECTION 1: The principle area of service shall be Tehama County.

## **ARTICLE V**

### **ORGANIZATION**

SECTION 1: Authority

The TCTAB is established by Public Utilities Code Division 10, Part 11, Chapter 4, subsections 99210 and 99215.

SECTION 2: Membership

The TCTAB shall be composed of the following:

Three (3) members of the Tehama County Board of Supervisors or their appointees;

One (1) member from the City Council of Corning, Red Bluff and Tehama, to be appointed by the City Council they represent.

Total membership will be six (6) appointed officials.

Alternates: The appointing authority, for each regular member it appoints, may appoint an alternate member to serve in place of the regular member when the regular member is absent or disqualified from participating in a meeting of the Board.

### SECTION 3: Officers

Officers of the Tehama County Transit Agency Board shall be:

Chairperson  
Vice-Chairperson

### SECTION 4: Term of Office

Terms of office shall be one (1) year, During the first meeting of the calendar year, a Chair and Vice Chair will be elected by the Board and serve for one calendar year. If an officer resigns, a new officer shall be appointed at the next meeting.

### SECTION 5: Meetings

The Transit Agency Board meets on the fourth Monday monthly at 8:45 AM., with the option of additional meetings as necessary. Transit Agency Board meetings shall be held in the Board of Supervisors Chambers in the City of Red Bluff.

Meetings are open to the public and are conducted according to the Ralph M. Brown Act (Gov. Code section 54950 et seq.) and Robert's Rules of Order.

### SECTION 6: Quorums

A quorum necessary to be present in order to conduct business shall consist of four (4) voting members.

### SECTION 7: Commission Staffing

The Transit Agency Board shall be served by the following staff:

- a) Executive Director, who shall serve the Board
- b) Technical staff from the Tehama County Department of Public Works as needed
- c) Social Services Transportation Advisory Council (SSTAC) comprised of nine (9) members from the community and social service providers in the County
- d) To develop Transit Policy recommendations the above-mentioned TAC will consult with TCTAB Staff, Transit Contractor's General Manager, and a representative from the Social Services Transportation Advisory Council

### SECTION 8: Compensation

Directors, Executive Director, Staff and Technical Committee members shall receive compensation as specified in the Administration and Planning Services Agreement.

## **ARTICLE VI**

### **DUTIES AND RESPONSIBILITIES**

SECTION 1: It shall be the duty of the Tehama County Transit Agency Board to serve as advisory board to the Tehama County Board of Supervisors. TCTAB will assist in establishing rules and regulations to provide for administering transit projects and services in accordance with the applicable sections of the Government Code, Public Utilities Code and Administrative Code.

It shall be the duty of the Transit Agency Board to adhere to the rules and regulations promulgated by the Secretary of the Business and Transportation Agency of the State of California and the Federal Transit Administration.

SECTION 2: The annual claim filed by the applicant shall be consistent with the LTF Claim Form.

SECTION 3: The rules governing the administration of the Local Transportation Fund established by the California Business and Transportation Agency are made a part of the rules of the Tehama County Transit Agency Board, and where conflicts may exist between these rules and the rules promulgated by the State, the State's rules shall supersede those of the Tehama County Transit Agency Board.



## **ARTICLE VII**

### **AMENDMENTS TO BY-LAWS**

SECTION 1: The By-Laws of the TCTAB may be altered, amended or repealed by a majority vote of the TCTAB at any meeting provided that written notice of the proposed action shall have been given to all Commissioners and the Executive Director fifteen (15) days prior to the date of the meeting.

SECTION 2: It is the intent of the TCTAB to maintain compliance with the Federal Transit Administration and the Transportation Development Act (TDA) statutes related to the legal responsibilities of the TCTAB through revision of these Bylaws as necessary.

Approved by TCTAB on March 18, 2003, in Red Bluff, California.

Amended by TCTAB on April 19, 2005, in Red Bluff, California.

Amended by TCTAB on June 26, 2015, in Red Bluff, California.

Amended by TCTAB on June 23, 2016, In Red Bluff, California.

Amended by TCTAB on October 22, 2018, In Red Bluff, California.

Chairperson: \_\_\_\_\_

Date: \_\_\_\_\_