

Tehama County Transportation Commission



Minutes of March 30, 2020 Special Meeting
Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<http://www.co.tehama.ca.us>

1. Call to Order / Pledge of Allegiance / Roll Call

Attendee Name	Title	Status
Daniele Eyestone	Commissioner	Present
Doug Hatley	Commissioner	Present
Jim Bacquet	Commissioner	Absent
Steve Chamblin	Commissioner	Present
Bob Williams	Commissioner	Present
Dennis Garton	Commissioner	Present

Chairperson Hatley called the meeting to order at 8:30 AM and led the Pledge of Allegiance.

2. Public Comment

Commissioner Eyestone stated, city staff have repainted the curbing in front of Villa Columba on South Main street, at the request of a staff member during the annual Unmet Transit Needs Public Hearing that took place at the February 24, 2020 Tehama County Transit Agency Board meeting.

3. Announcements

Chairperson Hatley made the following 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 will be held April 27, 2020 at 8:30 AM and 8:45 AM.
- c. Staff would like to announce the Amendment to the Draft 2019 Regional Transportation Plan (RTP) for public review and comment was released March 4, 2020. The amendment will add the adopted Active Transplantation Plan as an addendum to the RTP.

4. Approval of Minutes

Motion by Commissioner Williams, second by Commissioner Eyestone, to waive the reading and approve minutes from the February 24, 2020 Tehama County Transportation Commission meeting.

RESULT:	Approved [Unanimous]
MOVER:	Bob Williams
SECONDER:	Daniele Eyestone
AYES:	Eyestone, Hatley, Chamblin, Williams, Garton
ABSENT:	Jim Bacquet

5. Approval of Claims

Motion by Commissioner Chamblin, second by Commission Eyestone, to approve Tehama County Transportation Commission claims in the amount of \$22,814.47.

RESULT:	Approved [Unanimous]
MOVER:	Steve Chamblin
SECONDER:	Daniele Eyestone
AYES:	Eyestone, Hatley, Chamblin, Williams, Garton
ABSENT:	Jim Bacquet

6. Informational Presentation McCoy Low Water Crossing Project

Transportation Manager Jessica Riske-Gomez provided an informational presentation on behalf of the Tehama County Public Works, Engineering Division on the McCoy Low Water Crossing Project. She added, questions in which she is not able to answer will be directed to the Senior Civil Engineer and brought back to the Commission.

Ms. Riske-Gomez stated, the 2020 RTIP has been adopted by the Commission and the California Transportation Commission, the McCoy Low Water Crossing's construction date was moved to Fiscal Year 2023/24. She added, after further review of the timeline of the project, and consultation with Caltrans Division of Local Assistance it has become necessary to inform the Commission of a small lapse of funding that has been deemed strategic in order to ensure the future overall health of the project. She said, \$79,000 in PS&E and \$21,000 in Right of Way were allocated in July 2018, prior to Caltrans complete review of the projects 95% plans. The funds are running into the issue of required timely use, however, requesting time extensions will not successfully correct the problem.

Ms. Riske-Gomez said, the engineering department has also been made aware there is risk of additional redesign costs due to potential changes in the seismic design parameters and standard plans before construction is allocated. She further explained, the current plans were designed to 95% and shelved in 2017 as a result of the Corrective Action Plan that was issued to the County from Caltrans. Since that time,

Caltrans has reviewed the plans and recommended a redesign due to the potential scour based upon the current 95%.

Ms. Riske-Gomez stated, with redesign on the table and construction in Fiscal Year 2023/24, it is more efficient to allow the funding to lapse and request replacement STIP funding with the 2022 RTIP. She added this would allow design to happen closer to the date of construction and allow for redesign that will potentially avoid scour and contribute to a more effective project.

Ms. Riske-Gomez explained, the lapsing funds will return to the State and be proportionally redistributed in the future STIP cycles. All Federal and State construction funds remain secure for this project and Commission staff is proud to announce considerable movement on all current construction projects.

In response to Commissioner Garton, Ms. Riske-Gomez stated, this is a matter of moving the funds to match them with the with the appropriate projects. She further responded, there is no guarantee to obtaining the funds in the next STIP cycle, however, the decision on how the STIP funds are distributed to projects is a decision by the Commission.

After further comments, Ms. Riske-Gomez was thanked for her presentation.

7. Optimize Worldwide Website Agreement

Transportation Manager Jessica Riske-Gomez stated, staff solicited quotes for a new website, in part due to the recent urgency for ADA compatible web pages, and with an additional effort to create the distinction between the County Public Works Department and the Regional Transportation Planning Agency.

Ms. Risk-Gomez explained, Optimize Worldwide provided a quote with the lowest cost and the fastest delivery, and included items for ADA compatibility, as well as a responsive design, which will be mobile device friendly. She added, they will also maintain the website, along with implementing Search Engine Optimization and security measures to keep the website from malicious attacks.

Ms. Riske-Gomez stated, the address for the new website, if approved, would be: tehamartpa.org

In response to several Commissioners, Ms. Riske-Gomez said, with this agreement, TCTC will have the ability to have its own web page separate from the Public Works Department. She added, Optimize Worldwide was the lowest responding quote and assured the Commissioners that, in the future, all quotes or bids will be added as backup to the agenda items.

Discussion took place regarding confusion pertaining to the expiration dates and locations contained in the proposed agreements on the agenda.

Senior Transportation Planner, Maeve Kellogg clarified, there are two agreements back to back which was the cause of the confusion. She further clarified, the expiration date and location for the Optimize Worldwide agreement versus the Geographic Information Systems Service Agreement.

Motion by Commissioner Williams, second by Commissioner Chamblin, authorizing the Executive Director to sign the agreement with Optimize Worldwide for the purpose of website development and website maintenance services for rates set forth in Exhibit "B" with maximum compensation not to exceed \$8,449.91 effective March, 23 2020 through March 23, 2023.

RESULT:	Approved [Unanimous]
MOVER:	Bob Williams
SECONDER:	Steve Chamblin
AYES:	Eyestone, Hatley, Chamblin, Williams, Garton
ABSENT:	Jim Bacquet

8. Geographic Information System (GIS) Service Agreement

Following comments.

Motion by Commissioner Williams, second by Commissioner Chamblin, authorizing the Executive Director to sign the agreement with Geographical Information Center, California State University, Chico for the purpose of providing Geographic Information System services for the region of Tehama. Rates set forth in the fee schedule Exhibit "C" with maximum compensation not to exceed \$75,000.00 per fiscal year or \$150,000.00 effective March 23, 2020 through March 23, 2022.

RESULT:	Approved [Unanimous]
MOVER:	Bob Williams
SECONDER:	Steve Chamblin
AYES:	Eyestone, Hatley, Garton, Williams, Chamblin
ABSENT:	Jim Bacquet

9. Wallis Design Studio Architects Agreement

Following discussion.

Motion by Commissioner Williams, second by Commissioner Chamblin, authorizing the Executive Director to sign Amendment No. 1 to the Agreement with Wallis Design Studio Architects, Inc., for providing architectural consulting, design and other related services for the ongoing renovation of the County of Tehama Transit Bus Facility with a new amount not to exceed total of \$150,175.00, effective upon date of signing and shall terminate on March 23, 2022

RESULT:	Approved [Unanimous]
MOVER:	Bob Williams
SECONDER:	Steve Chamblin
AYES:	Eyestone, Bacquet, Chamblin, Williams, Garton
ABSENT:	Doug Hatley

10. Regional Surface Transportation Program (RSTP/RSTBGP) Federal Exchange Agreement

Motion by Commissioner Williams, second by Commissioner Chamblin, authorizing the Executive Director to sign the Federal Exchange Agreement with the California Department of Transportation in the estimated amount of \$561,227.00 for the purpose of participating in the RSTP/RSTBGP Federal Exchange Program.

RESULT:	Approved [Unanimous]
MOVER:	Bob Williams
SECONDER:	Steve Chamblin
AYES:	Eyestone, Hatley, Garton, Williams, Chamblin
ABSENT:	Jim Bacquet

11. Overall Work Program (OWP) Draft

Motion by commissioner Garton, second by Commissioner Williams, authorizing staff to release the Fiscal Year 2020/21 Overall Work Program (OWP) draft for review, solicit comments, and circulate document

RESULT:	Approved [Unanimous]
MOVER:	Dennis Garton
SECONDER:	Bob Williams
AYES:	Eyestone, Hatley, Chamblin, Williams, Garton
ABSENT:	Jim Bacquet

12. Adjourn

With no further business the meeting was adjourned at 8:49 AM.