

**Minutes of the
Regional Transit Committee & Transportation Commission
Glenn County, California**

April 15, 2010

AGENDA POSTED: Thursday, April 9, 2010 at 2:00 p.m.

- (1) The Regional Transit Committee convened at 10:01 a.m. on the above date, at the Willows Memorial Hall, Board of Supervisors Chambers, Willows, California with Members and Staff present as follows:

MEMBERS/COMMISSIONERS PRESENT:

Steve Soeth, County	Jim Yoder, Willows	Gary Hansen, Willows
Bruce Roundy, Orland	John Viegas, County	Paul Barr, Orland

MEMBERS/COMMISSIONERS ABSENT:

Mike Murray, County

OTHERS PRESENT:

Gloria Ponciano, Paratransit	Wanda Gray, Paratransit	Michelle Lange, Paratransit
Christie Scheffer, Paratransit	Byron Denton, Citizen	Doug Ross, Valley Mirror
James Day, Day CALTRANS		

STAFF PRESENT:

J. Linhart, Executive Director	M. Thomas, Senior Planner	M. Squier, Office Technician
R. Murphy, Deputy Director		

- (2) PLEDGE OF ALLEGIANCE:

- (3) ROLL CALL:

Roll Call of Members appointed to the 2010 Regional Transit Committee.
Members and Staff present as noted above.

- (4) APPROVAL OF MINUTES: March 18, 2010

Mrs. Ponciano asked that the Minutes be amended to read as follows:

Unscheduled Matters

Mrs. Ponciano noted that the circulator program will affect the Dial-A-Ride, large families require more than one vehicle, and the use of the circulator program will eliminate multi-vehicle use.

On a motion of Member Murray, second by Member Hansen, it was unanimously voted to approve the minutes of March 18, 2010 as amended above.

- (5) CONSENT ITEMS:

A. Ridership reports for Glenn Ride, Glenn Trans and Volunteer medical transport July 2009 through March 2010.

Members reviewed the following:

Glenn Ride experienced a decrease in ridership; overall ridership from July 2009-March 2010 is 43,536 compared to 49,158 for the same time frame in 2008/2009. This amounts to an 11.4% decrease in ridership. A comparison of the ridership for the month of March only in 2009 and 2010 shows a 9.3% decrease, a decrease of 359 riders. These numbers are still an increase over 2007/2008 ridership.

Glenn Trans-For Willows the ridership was down 42% comparing ridership of July 2009-March 2010 to the same period last year.

For Orland, the ridership has decreased 2% for July 2009-March 2010 compared to the same period last year.

Volunteer Medical Transport-the ridership for July-March 2009-10 is 49% more as compared to the same period last year.

No further discussion.

(6) ACTION ITEMS:

A. Finalization of Contract extensions with Paratransit Services

Members reviewed the following:

The Regional Transit Committee entered into two contracts with Paratransit Services for operation and management of transit programs Glenn Ride, Volunteer Medical Transport, Ride to Work and Glenn Trans on October 2, 2006 and February 5, 2007. The contracts' initial terms expired December 31, 2009. The Regional Transit Committee elected to extend the agreements for two-years by exercising the terms of 2C of the agreements and approved the extensions on December 17, 2009.

Paratransit originally proposed to combine the contracts into one with a revised Exhibit A to identify all the transit programs and one hourly rate and one fixed rate (including insurance which is now a separate charge). After review of the proposed changes and additional consultation with Legal Counsel, it was determined that individual amendments to the existing contracts were clearer and more appropriate. During the review, it was discovered by Paratransit that the New Freedom program had been omitted from the contracts as well as some language regarding the start of the Circulator Routes. The omissions and other changes have been added and Counsel has approved the contracts as to form.

The hourly rate of the two contracts has changed slightly due to the arrangement of the two contract amendments. The change is due to the two separate rates: one rate for the fixed route services and one rate for the Dial-A-Ride/ADA service. The overall costs increase due to the addition of the New Freedom program into the contract. This program may be discontinued should funding become unavailable in the future.

Due to the delay in the start date of the Circulator Route, the Dial-A-Ride service is running longer hours than were anticipated. Some additional language was added to Contract Amendment #1 to assure that costs were covered for the extended period that the Dial-A-Ride

service would run until the circulator route became available. The costs are based on the service hours for 2009.

Exhibits A.1 and A.2 of the revised Contract Amendment #2 and Exhibit B.1 of Contract Amendment #1 contained pricing information for 2010 and 2011.

Discussion ensued:

Mr. Thomas stated that Paratransit staff was on hand to answer any questions.

Christie Schafer of Paratransit stated that Paratransit is a 30 year non-profit organization, and appreciated the opportunity to create a partnership with Glenn County, and that it has been a pleasure working with Mr. Linhart and Thomas.

Mr. Denton stated that there should be no issues with the contract; they are doing a great job.

Member Viegas agreed that Paratransit is doing a good job.

On a motion of Member Barr, seconded by Member Yoder, it was unanimously voted to approve Amendment #2 of Contract #1 and Amendment #1 of Contract #2 for Transit Operations and dated October 2, 2006 and for Management and Operation of the Orland and Willows Subsidized Taxi Transportation program dated February 5, 2007 by amending the exhibits extend to December 31, 2011, approve the Price Formulas as presented and authorize the Executive Director to sign the Contract extensions.

B. Contract with Day Wireless Systems for maintenance of communications equipment for Glenn Ride, New Freedom, and Glenn Trans.

Members reviewed the following:

Currently, Day Wireless Systems maintains communications equipment for Glenn Ride, Glenn Trans, and the New Freedom program under an agency-wide agreement with the Glenn County Planning & Public Works Agency. With the New Freedom program and the start of the Circulator Route, there is a significant amount of equipment dedicated just to transit operations. Consequently, staff has concluded that transit should be under a separate agreement. This will ease the processing of claims and allow better tracking of costs to individual programs. Costs will remain the same.

Discussion ensued:

Member Hansen asked if the \$8.00 charge was per unit cost.

Mr. Thomas answered yes; it is an \$8.00 per unit cost, per month.

On a motion of Member Hansen, seconded by Member Yoder it was unanimously voted to approve contract agreement with Day Wireless Systems and authorize the Executive Director to sign the Contract.

C. Advertising for Glenn Ride

In June of 2009, Staff contacted Sainte Partners II, L.P. for Channel 30 (Fox), My 21 (KRVU) and the two Spanish language stations –Univision and Telemundo. Sainte Partners have exclusive broadcast rights for the Hispanic stations in this area, broadcast Giants, A's and Kings games and the Fox network shows. According to the State Department of Finance Demographic Reports, Glenn County's population is approximately 32% Hispanic. This represents a significant number of individuals in the County. Glenn Transit Service has accommodated the Spanish-speaking populace by providing information resources in Spanish-bus schedules; unmet transit needs flyers and legal notices, transit card applications, and volunteer medical transport applications. Paratransit Services and the Planning and Public Works Agency have bilingual staffs to assist Spanish-speaking riders.

In June of 2009, the Transit Committee agreed to advertise on these Spanish language stations for a trial period of six months. According to Paratransit, the effort has led to additional ridership and recognition of the Glenn Ride service within the Spanish speaking community. Adding advertising to the Fox Network and My21 would continue exposure of Glenn Ride to northern California. A proposal is attached for an additional six months at a total cost of \$3,480 which can be adjusted if necessary.

Discussion Ensued:

Member Roundy questioned if staff received any feedback regarding the advertisement.

Michelle Lange from Paratransit commented that Glenn Ride has seen many new Spanish speaking passengers traveling from Orland, and Hamilton City to Chico and that the Saturday ridership has also increased dramatically. She has also heard the advertisement on the radio at 97.7.

Member Viegas suggested that we also do a community outreach program at the resource fairs, flea market, and the farmers market.

Member Roundy stated that the Orland and Hamilton City areas could benefit from a transit related community outreach program. He also noted that there will be a Community Event at the Library Park in Orland on July 24, 2010 and that would be a good place to have a booth.

On a motion by Member Yoder, seconded by Member Barr it was unanimously voted to approved to pursue advertisement with Channels 30/21/Telemundo and Univision for an additional six months.

(7) UNSCHEDULED MATTERS AND FUTURE AGENDA ITEMS:

(If the matter is not on the agenda, the public may address the Commission at this time. Unless the matter qualifies for an exemption under the provisions of Government Code Section 54954.2 (b), action or discussion cannot be taken on Unscheduled Matters).

Member Roundy asked how the ADA requirements for the circulator program where coming along. He also noted that the City of Orland is putting together an ADA package to make improvements throughout the city.

Mr. Thomas noted that he has had some discussion with county council to determine the minimum requirements that is needed in order to start the program. He also noted that he and staff are currently working on a plan that will include immediate improvements.

Mr. Linhart noted that he or Mr. Thomas could attend a future meeting of the Orland City Council to provide a presentation of plans to move forward with the circulator program. They could present the 3 step process, committee approval, study, and implementation of the plan. He also noted that the preliminary GIS work has been completed.

Mr. Thomas noted that if the county and the cities work together it will open up funding sources for this project. Stops for the circulator program will have the best safe path of travel.

Member Barr asked if there will be more shelters added to the current stops without shelter, possibly having some advertising in those stops as well as the current stops.

Mr. Linhart added that Stott Advertising currently has an agreement with BCAG for advertising on their bus shelters.

Doug Ross added that the stop downtown in Willows, B of A in Orland, and the South Side of Hwy 32 in Hamilton City would be good places for shelters.

Mr. Thomas noted that two shelters may be available for placement, and he will check for possible funding for additional shelters, and report back at the next meeting.

Member Hansen asked for a timeline for the circulator program to begin, and when staff would present the timeline for repairs to the committee.

Mr. Thomas stated that he would be having the safety inspection done in May, would hope to have it up and running before fair, maybe June 1, 2010.

After much discussion the Committee requested for Mr. Thomas to prepare a timeline for proceeding with the circulator program.

Recommendation is as follows: Soft start May 17, 2010 thru 5/31/2010, to allow for changes in the route if needed and to test the circulator program, with June 1, 2010 being the official start date. Also that 5/17/2010 thru 5/23/2010 there would be no charge to ride the circulator program, and a promotion and for publicity. Fares would begin to be charged on May 24, 201 at the regular rate. It was also recommended that information be available at the Glenn County Planning and Public Works Agency Glenn County Fair booth.

Mr. Thomas stated that he will follow this timeline and get the program up and running, with a presentation of the ADA compliance plan at the next meeting.

Adjournment to the Glenn County Transportation Commission at 10:45 a.m.:

(1) CALL TO ORDER:

The Glenn County Transportation Commission convened at 10:46 a.m. on the above date, at the, Orland Carnegie Community Center, Council Chambers, Orland, California with Commissioners and Staff present:

(2) ROLL CALL:

Roll Call of Commissioners appointed to the 2010 Glenn County Transportation Commission. Members and Staff present as noted above.

(3) APPROVAL OF MINUTES: March 18 2010

Mrs. Ponciano asked that the Minutes be amended to read as follows:

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Mrs. Ponciano noted that the circulator program will affect the Dial-A-Ride, large families require more than one vehicle, and the use of the circulator program will eliminate multi-vehicle use.

On a motion of Commissioner Murray, second by Commissioner Hansen, it was unanimously voted to approve the minutes of March 18, 2010 as amended.

(4) INFORMATION ITEM:

A. SAFE Call Boxes Usage Report for February 2010

Members reviewed the following:

Capitol Valley SAFE has provided a call summary for the month of February 2010.

Capitol Valley SAFE has provided additional information regarding call types. For the month of February, there were a total of 44 calls and 33 of the 34 call boxes were used.

There were 39 calls from boxes on Interstate 5 and 5 calls from boxes on State Route 32. Call Box 005-0115 was the most used call box (3 calls) in the Capital Valley Safe system in February. Call Box 005-0114 was the only call box from which a call was not made.

No further discussion.

(5) ACTION ITEMS: None at this time.

(6) UNSCHEDULED MATTERS AND FUTURE AGENDA ITEMS

(If the matter is not on the agenda, the public may address the Commission at this time. Unless the matter qualifies for an exemption under the provisions of Government Code Section 54954.2 (b), action or discussion cannot be taken on Unscheduled Matters).

Commissioner Roundy asked for the status of the stimulus money that was transferred from the Orland Project to the Willows project.

Mr. Day with Cal-Trans stated that there was \$181,000 left from the Sixth Street project in Orland, and it needed to be deobligated from the Orland project before it could be given to the Willows project. Money

was not allowed to be deobligated until March 2, 2010, and will need to be approved and re-obligated by July 1, 2010 or the money will be lost. Mr. Day noted that the environmental review for the Willows project was going to be signed off on this week.

Commissioner Barr asked why it hasn't been signed off yet, as it was his understanding that the project was a done deal that is why they couldn't just move the money to the Papst Street project.

Commissioner Soeth added that the Papst Street project was not approved; they still needed to go thru the process.

Mr. Day confirmed that the Papst Street project still needed to go thru the TOS encroachment process, and the Willows project just needed to be signed off, that all of the reports and information needed was completed already. Mr. Day also noted that it would be a good idea for future projects to have them larger than intended so that if projects come in under bid, they would still be allowed to move forward to the next phase of the project.

Mr. Thomas reported that the County of Santa Clara was looking into increasing the vehicle license fee that funds the SAFE Call Boxes. Alternatively, the funding could be used for a 511 call-in information system that would advise of road closures and such during storms, and that it was something we may want look at for the future.

Mr. Roundy asked when the next Inter-regional meeting for the Safe Paths to school, and Healthy Cities would be.

Mr. Thomas did not know when the next meeting would be, but would advise when he knew.

(7) NEXT MEETING SCHEDULED: Thursday, May 20, 2010 at
Glenn County Board of Supervisors Chambers
Willows Memorial Hall
525 W. Sycamore Street, Willows, at 10:00 a.m.

(8) ADJOURNMENT OF TRANSPORTATION COMMISSION MEETING: Adjourned at 11:00 a.m.

REGIONAL TRANSIT COMMITTEE/
TRANSPORTATION COMMISSION

ATTEST:

John Viegas-Chairman

John Linhart, Executive Director