

REPORT TO SHASTA COUNTY RTPA

SUBJECT	MEETING DATE	ITEM NUMBER
Letter to RABA Regarding RTPA Board Appointments	12/14/10	7

RECOMMENDATION

It is recommended that the board approve the attached letter regarding RABA appointments to the RTPA board.

DISCUSSION

Individuals are appointed to the RTPA board by member agencies. The RTPA's three county and three city appointments are made pursuant to the Mayors Select Committee Rules & Regulations (attached). RABA has no official process or schedule for appointing its RTPA representative. Chair Dickerson is the current RABA representative.

RABA will discuss the RTPA appointment process January 24th, and may establish an RTPA appointment policy. RABA will also consider replacing Chair Dickerson. These decisions have RTPA implications for which the RABA board should be aware. The primary RTPA concern is continuity in board leadership and preserving productive and dedicated individuals.

The attached letter was prepared with direction from board Member Moty as vice chair. It is recommended that the board approve this letter.

ALTERNATIVES

The board may specify changes to the attached letter or decline to offer input to RABA by taking no action.

OTHER AGENCY INVOLVEMENT

This item involves RABA, Shasta County, and the cities of Redding, Anderson, and Shasta Lake.



Daniel S. Little, AICP, Executive Director

DSL/jac

Attachments: Letter Regarding RABA Appointments to the RTPA Board
Mayors Select Committee Rules & Regulations



Shasta County

**Regional Transportation
Planning Agency**

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Daniel S. Little, Executive Director

December 14, 2010

Missy McArthur, Chair
Redding Area Bus Authority
777 Cypress Avenue
Redding, CA 96001

Dear Chair McArthur:

This letter concerns the appointment of RTPA representatives, which the RABA board will consider at its January 24th meeting. RABA may reappoint or replace Chair Dickerson on the RTPA with a new RABA representative. The RTPA board has authorized these comments since this decision has important implications.

The RTPA is best served by experience and commitment among RTPA board members. RTPA issues are complex. A myriad of policies and requirements governing transportation funding require strategic decisions and board continuity to maximize dollars to the region. RTPA board members are called upon to be active and engaged. Skills and relationships on the RTPA board take several years to develop. As RABA considers the tenure of RTPA appointments, please consider this:

- The RTPA meets only five times per year with the chair and vice chair serving two-year terms.
- Transportation plans and programs are updated cyclically every two to five years.
- Securing funding and completing construction for major projects are multi-year endeavors.
- The Mayor's Select Committee rules specify four-year terms for RTPA representatives.
- The average tenure among our seven RTPA board members is six years.

With respect to RTPA Chair Dickerson, we ask the RABA board to consider his commitment and role in the RTPA's success. His time spent advocating for RTPA interests is unequalled. He is an influential member of the California Association of Councils of Governments (CalCOG), currently serving on their board of directors. He has never missed the RTPA's "Day on the Capitol", where we value his experience and connections in the state Legislature.

The RTPA board respectfully requests that RABA reappoint Mr. Dickerson. The RTPA values his dedication to the region. His devotion of extra hours has directly resulted in construction dollars for projects like the Airport Road Bridge and the South Redding Six Lane Project. His current role on the CalCOG board gives the RTPA staff access to top officials in key funding agencies. In addition, having the past chair available to mentor the incoming chair would be extremely beneficial. Your support is greatly appreciated.

Sincerely,

Leonard Moty, Vice Chair
Shasta County Regional
Transportation Planning Agency

**RULES & REGULATIONS
OF THE CITY SELECTION COMMITTEE
OF SHASTA COUNTY**

01/24/08

RULE I

COMMITTEE MEMBERS

SECTION 1: The membership of the City Selection Committee of Shasta County shall consist of the mayor of each city within the county.

SECTION 2: The mayor of each city shall select up to two members of his or her city council to act as alternates in his or her absence.

SECTION 3: A majority of the committee members shall constitute a quorum, and no business may be conducted unless a quorum is present. Whenever a quorum is not present, the meeting shall be postponed or adjourned to a subsequent time and place as determined by the Chairman.

RULE II

OFFICERS AND SUB-COMMITTEES

SECTION 1: The Committee shall select a chairman and vice-chairman. The chairman will serve a one-year term, with the vice-chairman succeeding the chairman the following year. Chairman and vice-chairman will serve in alphabetical rotation (by city name): Anderson, Redding, and Shasta Lake.

SECTION 2: The chairman may appoint such sub-committees, as he or she deems necessary.

SECTION 3: In accordance with Government Code section 50276, the Clerk of the Board of Supervisors shall act as the permanent secretary and recording officer.

RULE III

MEETINGS

SECTION 1: Regular meetings of the Committee shall be held on the fourth Thursday in January commencing at the hour of 3 o'clock p.m. in a conference room at the Shasta County Administrative Center, located at 1450 Court Street, Redding, California scheduled by the office of the Clerk of the Board of Supervisors. If any such meeting date shall fall on a holiday, such meeting, which was scheduled to be held on such holiday, shall be held on the next business day. Such regular meetings may be adjourned from day to day, or to any day prior to the regular meeting day until the business before such Committee is disposed of. *(Amended 1/25/01 and 1/26/06)*

SECTION 2: Special Meetings may be called by the chairman, or the vice-chairman in the chairman's absence, or upon the written request of two-thirds (2/3) of the members, and when a special meeting is so requested, said meeting shall be called and held within sixty (60) days after receipt of such written request. *(Amended 1/25/01)*

SECTION 3: The chairman, at least three (3) weeks prior to the date of a Special Meeting, shall notify the secretary of a time, date, place, and purpose of the Special Meeting.

SECTION 4: At least two (2) weeks prior to the date of a meeting, written and public notice of any regular meeting of the committee shall be given by the secretary. *(Amended 1/26/06)*

SECTION 5: The secretary shall also give reasonable notice to each Committee member of the time, date and place at which a meeting of the Committee is continued.

RULE IV

CONDUCT OF BUSINESS

SECTION 1: All meetings shall be conducted by the chairman.

SECTION 2: The secretary, or his or her designee, shall attend all meetings of the Committee, and shall record in writing, all votes and action taken by the Committee, and shall include the name of each member voting and how he or she voted.

SECTION 3: A majority of a quorum of membership is required for all actions of the Committee, and all votes shall be taken by voice vote and recorded.

SECTION 4: The regular order of business of the Committee shall be:

- A. Roll Call
- B. Public Comment
- C. Nomination and Appointment of City Representatives
- D. Other Matters
- E. Adjournment

(Amended 1/26/06)

SECTION 5: The Agenda shall be prepared by the secretary for each meeting of the Committee, and an abstract of all matters requiring action shall be set forth therein.

SECTION 6: The chairman of the Committee shall present order and decorum and shall decide questions of order subject to appeal to the Committee.

SECTION 7: Except as otherwise provided by law, any Rule may be amended, or repealed, at any time, by a two thirds (2/3) vote of the Committee; provided, that any such amendment on appeal shall not affect any pending matter.

SECTION 8: Unless otherwise provided by these Rules, all proceedings before the Committee shall be conducted with and pursuant to the Parliamentary Rules of Procedure, as prescribed in "Roberts Rules of Order," a copy of which is on file in the Office of the Clerk of the Board of Supervisors.

SECTION 9: Following the conduct of a meeting, the secretary shall prepare meeting minutes which shall be mailed to each Committee member. The minutes shall be deemed approved without further Committee consideration unless, within 30 days from the date of mailing, the secretary is notified by a Committee member that a correction is requested. If a correction is requested, the proposed change will be submitted to each Committee member. If no objection to the correction is received, the minutes shall be deemed approved as corrected. The Chairman shall sign the minutes and an approved set of minutes will be mailed to each Committee member. Copies of the minutes of the previous meeting shall also be made available at the next Committee meeting.

RULE V

PROCEDURE FOR NOMINATING AND SELECTING CITY REPRESENTATIVES TO A COMMITTEE/COMMISSION

SECTION 1: The City Selection Committee shall select city representatives and alternative representatives to the following commissions and committees:

- (a) Airport Land Use Commission (Public Utilities Code §21674);
- (b) Indian Gaming Local Community Benefit Committee (LCBC) (Senate Bill 621); *(Added 1/26/06)*
- (c) Local Agency Formation Commission (Government Code §§56325 and 56335);
- (d) Local Transportation Commission (Government Code §29535); and
- (e) Superior California Economic Development District (Joint Powers Authority).
(Added 4/27/95)

(Amended 1/26/06)

SECTION 2: The City Selection Committee may select city representatives, and alternative city representatives, for other multi-agency entities created by statute or joint powers agreement, or otherwise, consistent with the applicable statutes or enabling agreement.

SECTION 3: Elected city representatives to the Airport Land-Use Commission (ALUC) shall be selected from nominations of elected officials submitted by the mayors of the cities of Anderson and Redding, based on their ownership of or proximity to one or more existing public-use airports.

Each elected city representative appointed to the ALUC shall, by written instrument filed with the ALUC secretary, appoint a single proxy to represent him or her in Commission affairs and to vote on all matters when the member is not in attendance.

SECTION 4: Two elected city representatives, and an elected alternate city member, shall be appointed to the Shasta Local Agency Formation Commission (LAFCO) based on those nominations submitted by the mayors of each city as provided herein.

If the office of a regular city member becomes vacant, the alternate member may serve and vote in place of the former regular city member until the appointment of a new regular city member is made to fill the vacancy. A city officer may serve as a member of the Commission while holding office as a city officer. If a member who is a city officer ceases to be an elected officer of a city during his or her term, his or her membership on the Commission shall be considered vacant. *(Amended 4/22/99 and 1/26/06)*

Commission member rotation shall be as follows:

<u>Representatives</u>		<u>Alternate</u>
2006-2007	Shasta Lake and Redding	Anderson
2007-2008	Redding and Anderson	Shasta Lake
2008-2009	Anderson and Shasta Lake	Redding
2009-2010	Shasta Lake and Redding	Anderson
2010-2011	Redding and Anderson	Shasta Lake
2011-2012	Anderson and Shasta Lake	Redding
2012-2013	Shasta Lake and Redding	Anderson
2013-2014	Redding and Anderson	Shasta Lake

The foregoing membership rotation notwithstanding, a regular member shall be disqualified from participating on LAFCO as follows: (a) when Shasta Lake has a regular member appointed to LAFCO, but a proposal affects territory the majority of which is located south of State Highway 299, then that member shall be disqualified from participating in the Commission decision on that proposal; (b) if Anderson has a regular member appointed to LAFCO, but a proposal affects territory the majority of which is located north of State Highway 299, then that member shall be disqualified from participating in the Commission decision on that proposal. *(Amended 4/28/94, 4/23/96, 4/22/99, 1/22/04, and 1/24/08)*

SECTION 5: Three elected city representatives to the Shasta County Local Transportation Commission shall be selected by the City Selection Committee, based on a single nomination submitted by the mayor of each city. This shall be the case for so long as a City of Redding official represents RABA as the transit operator on the Commission.

The Committee may appoint alternate members, as nominated by each city represented, to serve in the place of the appointed regular members when the regular members are absent or disqualified from participating in a meeting of the Commission.

SECTION 6: Two city representatives and an alternate city member, shall be appointed to the Superior California Economic Development District (SCEDD) based on the nominations submitted by the mayors of each city as provided herein. *(Added 4/27/95; Amended 4/23/96, 4/22/99, 1/22/04, and 1/24/08)*

Member rotation shall be as follows:

	<u>Representatives</u>	<u>Alternate</u>
2006-2007	Redding and Shasta Lake	Anderson
2007-2008	Redding and Anderson	Shasta Lake
2008-2009	Redding and Shasta Lake	Anderson
2009-2010	Redding and Anderson	Shasta Lake
2010-2011	Redding and Shasta Lake	Anderson
2011-2012	Redding and Anderson	Shasta Lake
2012-2013	Redding and Shasta Lake	Anderson
2013-2014	Redding and Anderson	Shasta Lake

SECTION 7: Terms of office, based on the City Selection Committee appointments specified above, shall be for four (4) years for the regular city representatives and two (2) years for the alternate members, except as specifically set forth above. However, where vacancies arise in positions occupied by City Selection Committee appointees, a special meeting may be held pursuant to Rule III to fill any such vacancy. In the absence of a regular meeting of the Committee to make appointments, the existing regular and alternate appointees shall continue to serve on the affected committees and commissions.

Date of Adoption: 9/30/93
Last Amendment Date: 1/24/08