

**MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION  
1834 E. Main St., Quincy – COUNTY OF PLUMAS – Tel. 283-6268**

**MINUTES**

**Monday May 16, 2022**

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Chair Susan Scarlett with roll call at 1:30 PM in the Conference Room of the Plumas County Public Works Department.

**1A. Roll Call**

Roll call is conducted by Jim Graham, Executive Director.

Commissioners in attendance via teleconferencing are Sherrie Thrall, Phil Oels, and Jeff Engel, and Bill Powers. Commissioners attending in person are Susan Scarlett and Greg Hagwood.

Staff Attendees: Jim Graham, Executive Director Plumas CTC; John Mannle, Director of Public Works; Carlee Tone, Fiscal & Technical Services Assistant III

Others in attendance in person: Kelly McElwain, Transit Manager-Plumas Rural Services; Shauna Everton, Fleet Manager-Plumas Rural Services; John Rix, Seniors Transportation Manager; Dale Widner, Caltrans District 2; Clint Burkenpas, Caltrans District 2; John Maxwell, Caltrans District 2; Kathy Grah, Caltrans District 2; Bill Sutherland, Caltrans District 2

**1B. Public Forum – Public**

No comments

**1C. Public Forum: Commissioners**

No Comments

**2. Consideration of draft minutes for PCTC Meeting conducted on April 25, 2022**

Motion is made by Commissioner Engel, seconded by Commissioner Thrall, to adopt the minutes of April 25, 2022. Motion passes 6-0

**3. Presentations by Caltrans**

**a) Update on Cromberg Rehabilitation Project**

Clint Burkenpas, Caltrans District 2 Project Manager, provides an overview and update on the project indicating that the project has been delayed by approximately 5 months. The project is scheduled to go out to contract on November 17, 2022. Commissioner Scarlett asks about information the City of Portola requested concerning design examples showing a reduction in the number of lanes through town from four lanes to two lanes. Clint indicates that he will follow up on that and provide the requested information. Jim Graham indicates that Kelly Zolotoff information pertaining to this issue and that this information was forwarded to Bill Powers. Additional information is requested that illustrates this proposal more clearly, especially in areas with heavy snow.

**b) Update on Dixie Fire Restoration in coordination with PG&E**

Clint Burkenpas, Caltrans District 2 Project Manager, indicates that restoration activities along SR 70, 89 and 395 are wrapping up with most of the restoration efforts completed by the middle of June. Other non-restoration work that was put on hold due to the fires, will resume following completion of restoration activities. Clint introduces Chris Gras from PGE who provides an overview of PGE's efforts to underground their lines along portions of the SR 70 and 89 corridors.

**c) 2022 Project Look-Ahead including overview of Quincy CAPM**

Dale Widner, Caltrans District 2 Project Manager, provides an overview of upcoming projects in Plumas County. Dale highlights several projects of interest including the SR 70 permanent restoration in the Feather River canyon that includes a retaining wall approximately ½ mile in length. Construction is planned to occur over 2 or 3 seasons. Another project of interest is the SR 89 West Almanor Rehabilitation Project. This project includes a 4 mile extension of the Lake Almanor Recreation Trail thanks to the efforts of the late Carlos Espana. Construction for this project is slated for late 2024. Dale also mentions the Quincy Capital Maintenance Project which is in the Project Initiation Document phase. A public workshop to discuss associated Complete Street elements is scheduled for June 22<sup>nd</sup> at the Quincy Library from 5:30 to 7 pm. This project is scheduled for construction in 2028.

**d) SB 45 Reports – Arlington Left Turn Lane and Feather River Inn**

Dale Widner, Caltrans District 2 Project Manager, provides an update on the Arlington Left Turn Lane which is linked to the Crescent Mills Capital Maintenance Project. These projects are slated for construction in late 2024. Dale indicates that conduit for broadband will be included as part of these projects. Dale provides an overview of the public outreach associated with the Crescent Mills project and indicates that there is an opportunity to install bus stops. Caltrans would construct the concrete pads and PCTC would fund the installation of the shelters. A crosswalk is also being investigated by Caltrans. Clint Burkenpass indicates that this project would occur as part of the Cromberg project. It is clarified that the 4<sup>th</sup> leg of the intersection is the responsibility of the developer.

**e) Expected Traffic Delays on SR 70 and 89**

Bill Sutherland, Caltrans District 2 Traffic Management, provides an overview of expected traffic delays on SR 70 and 89. Caltrans is making an effort to keep the delays under 45 minutes between the Quincy/Chester corridor (SR 70/89) and the Feather River canyon corridor (SR 70)

**4. Discussion of Quincy Capital Maintenance Project (CAPM) and improvements to intersection of Lawrence Street, Crescent Street and Main Street**

Dale Widner and Jim Graham provide a brief overview of the proposed modifications of the “couplet” which include reducing traffic coming into Main Street to one lane in an effort to slow traffic down and to improve pedestrian safety. Other improvements include closing access to Court Street from Main Street. Under this scenario, Court Street would become one-way with a right turn only movement from Court Street to

Main Street. Other Quincy Complete Streets Improvements include improving sidewalks in poor condition and adding bike lanes from Quincy to FRC and beyond to the South Park Trailhead. More discussions will occur on this issue with the public and the Board of Supervisors.

**5. Submittal of Final FY 2020/2021 PCTC and Transit Operators Financial Audits by Vasquez & Co.**

John Mannle indicates that the Operator Audits are still not complete as PCTC is still waiting for information from the County Auditor.

**6. Report on the Chester Main Street Connectivity Plan (SR 36 Complete Streets & Context Sensitive Streetscape Plan) Open House held on April 26<sup>th</sup> at the Almanor Recreation Center**

Jim Graham reports that the project consultant team met in Chester on Tuesday, April 26<sup>th</sup> and walked the corridor and hosted two open house sessions at the Almanor Recreation Center. The open house sessions were attended by more than 50 people and folks were very excited about the opportunity to improve Main Street. Jim reports that the project website is up and running and that he will provide this link to the commissioners in a separate email. The consultant team is also meeting with Caltrans District 2 Maintenance staff from other jurisdictions that perform snow removal through corridors that contain Complete Street elements. Jim further indicates that a public open house/workshop has been scheduled for the evening of July 20<sup>th</sup> at the Almanor Recreation Center.

**7. Transit Operations Update**

**a) Plumas Transit Systems Update and FY 21/22 2<sup>nd</sup> Quarter Report**

Shauna Everton reports that ridership is down slightly from the same reporting period last year. This is primarily due to the Dixie Fire in which the North County route was primarily shut down. Shauna reports that the Free Ride Fridays are going extremely well.

**b) New transit schedule displays for bus stop shelters**

Jim Graham presents the new aluminum laminated bus schedules to the commissioners and indicates that these schedules will be installed at all the bus shelters once the new buses arrive.

**c) Seniors Transportation Update**

John Rix reports that ridership is up about 70 riders from last month. John indicates that he is trying to get the Thursday Reno routes running again, but he is down three drivers. There are a lot of meals being delivered, which have tripled since the pandemic.

**8. FY 22/23 Budget Briefing for PCTC and Transit Operators**

Jim outlines the draft budget report highlighted changes from last year that include: 1) LTF fund coming in approximately \$180,000 more than projected; 2) the addition of LCTOP Funds for Free Ride Days (which will have a positive effect on the fare box ratio) and 3) the addition of STA and STA-SGR funds to the Seniors Transportation budget. Final budget numbers will be provided for the OWP once staff receives billings through May and June. John Rix reports that he is re-examining his budget and should be able to provide an updated budget for the final budget adoption.

Jim reports on the \$875,000 in funds received last year from the 5311, 5311(f), and Cares Act funds. In addition, there are some agreements that PCTC has not yet invoiced for due because of the federal match requirements. This agreement will be utilized at a later date. Between FTA, COVID, and LTF funds, transit operations are in good financial shape.

John reports that corrections will be made to the amount paid to Plumas Rural Services and that these would be made as part of their June invoice. John also indicates that the CPI is coming in at about 8.32% as of April.

**9. Discussion of retroactive compensation for Principal Transportation Planner serving as Executive Director**

John Mannle requests authorization from the Commission to compensate Jim Graham retroactively to May 16, 2021, for the difference between his PCTC stipend and his compensation as the newly classified Principal Transportation Planner, acting as the Executive Director of the PCTC. The commission authorizes this request 6-0.

**10. Confirmation the scheduling of the next PCTC meeting for Monday, June 27, 2022, at 10:30 AM**

Chairperson Scarlett confirms that the next PCTC Meeting is scheduled for Monday, June 27, 2022, at 10:30 AM.

**11. The meeting is adjourned at 2:55 PM**