

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

MINUTES

April 17, 2023

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 are Susan Scarlett, Greg Hagwood, Bill Powers, Stan Peiler, Kevin Goss and Tom McGowan.

Staff Attendees: Jim Graham, Executive Director; John Mannle, Public Works Director; Carlee Tone, Management Analyst

Caltrans District 2 Staff attendees: Derek Willis, Office Chief; Ian Howat, Project Manager; Kristin Robinson, Clean California Coordinator; Kelly Zolotoff, Local Public Agency Coordinator; Kathy Grah, Senior Transportation Planner; Michael Oguro, Project Manager; Rob Burnett, Project Manager.

Other attendees: Todd Tregenza, Project Manager, GHD Consultants; Jeff Schwein, Principal, Green DOT Transportation Solutions.

1B. Public Forum – Public

Caltrans District 2 Office Chief Derek Willis introduces Ian Howat as the new Project Manager for Plumas County.

1C. Public Forum – Commissioners and Staff

Jim Graham reports that staff has inspected the Portola River Walk improvements and has found them acceptable and can now authorize reimbursement to the City of Portola.

2. Consideration of draft minutes for PCTC Meeting conducted on March 30, 2023

Motion is made by Commissioner Goss, seconded by Commissioner Powers, to adopt the minutes of March 30, 2023. Motion passes 5-0 with Chair Scarlett abstaining.

3. Caltrans update on the design and maintenance agreement for the Chester Gateway Monument Project.

Caltrans District 2 Project Manager Rob Burnett, Michael Oguro and Caltrans District 2 Clean California Coordinator Kristin Robinson explain that the Chester Gateway Monuments had to be redesigned due to legal issues pertaining to the use of tribal names and symbols, and various other size limitations. Caltrans staff will regroup with the local design team which includes representatives from the Maidu Summit Consortium to develop an alternative design. The final design will be brought back to the PCTC for final review.

4. Presentation update on the Chester Main Street Connectivity Plan

GHD Project Principal, Todd Tregenza, provides an overview of the community outreach efforts, and the comments received, and a summary of the design elements and treatments that have been included in the draft design concept for the Chester Main Street corridor. Additional outreach efforts are planned especially for the business community. Tregenza explains the need for on-going coordination with Caltrans. Kelly Zolotoff, Caltrans Local Agency Coordinator summarizes the coordination efforts that Caltrans will provide.

5. Approval of Professional Services Agreement with Green Dot for preparation of the Plumas County 2025 Regional Transportation Plan.

Motion is made by Commissioner Goss, seconded by Commissioner McGowan to approve the Professional Services Agreement with Green Dot for preparation of the Plumas County 2025 Regional Transportation Plan. Motion passes 6-0

6. Approval of Professional Services Agreements with Green Dot and Evan Brooks & Associates for On-Call Transportation Planning Services.

Motion is made by Commissioner Powers, seconded by Commissioner McGowan to approve the Professional Services Agreement with Green Dot and Evan Brooks & Associates for On-Call Transportation Planning Services. Motion passes 6-0

7. Adoption of the PCTC Policy and Procedure Manual

Commissioner Scarlett provides comments on the draft PCTC Policy and Procedure Manual. Staff will make the recommended changes and bring the final version before the Commission for approval at the May meeting.

8. Presentation of the Draft 23/24 Overall Work Program (OWP) and discussion of upcoming PCTC budget development and process.

Graham presents the draft 23/24 Overall Work Program (OWP) to the commissioners and asks them to review the document and provide any comments and feedback by May 5, 2023. Staff will ask PCTC to adopt the OWP and associated agreement at the May 15th PCTC Meeting.

9. Approval of Resolution 23-10 authorizing the transfer of 2029 Funds from the Prop 1B Cash Account to Public Works for the construction of the Public Works Solar Project.

John Mannle explains the use of these funds for the Public Works Solar Project and that Prob 1B program will expire on June 30, 2023. Motion is made by Commissioner Goss, seconded by Commissioner Powers to approve Resolution 23-10. Motion passes 6-0

10. Update on the ZEV Feasibility Study and discussion regarding fleet charging locations.

Graham explains the mandate requiring that a percentage of new transit vehicle purchases to be zero emission vehicles. Graham further explains the need to have a property for ZEV charging infrastructure as the current transit vehicle parking location in the Public Works maintenance yard, which is prone to flooding, and suggests the current jail property which is required to be torn down following completion of the new jail. The property is large enough to accommodate both transit vehicle charging and Plumas County fleet charging needs. Graham suggests that discussions occur with County officials regarding the ultimate use of the current jail property.

11. Confirm scheduling of the next PCTC meeting for Monday, May 15, 2023, at 1:30 PM.

The next meeting is confirmed for May 15, 2023, at 1:30 PM

12. The meeting adjourns at 3:00 PM.