

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

MINUTES

September 18, 2023

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Chair Greg Hagwood 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 Pat Morton, Susan Scarlett, Bill Powers, and Greg Hagwood.

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

Caltrans District 2 Staff attendees: John Maxwell, Senior Transportation Planner; Clint Burkenpas, Caltrans Project Manager

Other attendees: Kelly McElwain, Transit Manager; Shauna Everton, Transit Fleet Manager; Clint Koble

1B. Public Forum – Public

There are no comments from the public.

1C. Public Forum – Commissioners and Staff

There are no comments from the Commissioners or staff.

2. Consideration of draft minutes for PCTC Meeting conducted on June 26, 2023

Motion is made by Commissioner Scarlett, seconded by Commissioner Powers, to adopt the minutes of August 21, 2023. Motion passes 4-0.

3. Presentation on On-Demand Route conversion for the Quincy Local Route Evening Service

Dietter Aragon from the Routing Company provides an overview of the on-demand system and the key components that implement the system. A brief history is provided explaining how this service alternative came to be and the association with the recently completed Plumas County Short Range Transit Plan.

Dietter explains the platform's capabilities and how these capabilities will be useful to Plumas County's transit agency. An explanation of the project timeline and implementation strategies is provided. This project is a one-year pilot project that if successful, can be expanded to also operate the Quincy Local and perhaps a Quincy Local Saturday service.

Commissioner Scarlett asks about the project cost and whether there will be a cost savings. Graham provides a cost breakdown for the 1-year pilot project and explains that the cost will be covered by the 5311 Program in combination with the other funding sources used to support transit operations. The goal of the on-demand system is to increase the ridership numbers of the Quincy Evening Route and to make the system more accessible to more people.

This project has been approved and recommended for implementation by the Social Services Transportation Advisory Council (SSTAC).

Following discussion, A motion is made by Commissioner Scarlett, seconded by Commissioner Powers to proceed with implementation of the 1-year pilot project. Motions passes 4-0.

4. Project Update on the Clean California Quincy Non-Motorized Transportation Hub and consideration of Resolution 23-29 approving supplemental funding in the amount of \$40,000 from Regional Surface Transportation Program funds to complete the Quincy Non-Motorized Transportation Hub

Jim Graham explains that this project is over budget due to project delays associated with the project's right of way and due to the lack of responses to the Request for Bids. Graham explains that the project will be re bid with the hope of obtaining more reasonable bids that are in line with the engineer's cost estimate. Following discussion, the Commission recommends that a request for supplemental funding be brought back to the Commission once the new bid results are known.

5. Update on the anticipated start date of the SR 70 Cromberg Rehabilitation Project

Clint Burkenpas, Caltrans Project Manager, reports that the construction contract has been approved by Caltrans and our contractor Mercer-Fraser. A pre-construction open house is scheduled at the Portola Branch Library on September 19, 3-5 pm, in which anyone interested can come and meet the contractor, ask questions on construction schedules/work, etc. Given the lateness of the construction season, construction activities will likely be limited to tree clearing and perhaps some concrete work (sidewalk, curb & gutter, drainages) this season.

Clint also indicates that Caltrans staff will meet with the City of Portola to discuss the possibility of restriping State Route 70 through Portola to one lane each way.

6. Update on the 2024 State Transportation Improvement Program and proposals for PCTC's Regional Transportation Improvement Program (RTIP)

John Mannle provides an overview staff's RTIP recommendation to program several pavement projects for the County's major collectors. This would entail taking an advance on future STIP dollars.

Utilizing data from the StreetSaver pavement management system, John provides an explanation and justification for paving several of the County's major collectors including the type of pavement treatment. John explains that other factors are considered when programming projects including the ability to deliver the proposed projects, their location, and cashflow considerations.

John comments that PCTC staff are awaiting information from the City of Portola for a project possibly involving the City's south side streets.

John further explains that this RTIP recommendation is utilizing a portion of future STIP dollars. PCTC will need to explain to the California Transportation Commission the justification for PCTC requesting an advance on future STIP dollars.

7. Discussion regarding applying for Sustainable Communities Planning Grant to develop an Electric Vehicle Charging Infrastructure Master Plan.

Jim Graham explains that this effort will entail conducting research and gathering data to evaluate the physical/financial feasibility of developing public ZEV charging stations for various communities in Plumas County. Graham asks the Commission for approval to develop a contract Task Order Contract Amendment with the Commission's On-call Transportation Services Consultant to assist PCTC staff with the submittal of this application. Motion is made by Commissioner Powers, seconded by Commissioner Hagwood to proceed with development of a Task Order Contract Amendment for the Commission's consultant to prepare the grant application.

8. Confirm the scheduling of the next PCTC meeting for Monday, September 18, 2023, at 1:30 PM

The PCTC meeting is confirmed for October 16, 2023, at 1:30 PM.

9. Adjournment

The meeting adjourns at 2:40 PM