

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

**MINUTES**

October 21, 2013

Meeting of the Plumas County Transportation Commission (PCTC) opens with roll call at 1:30 p.m. in the Conference Room of the Plumas County Public Works Department.

Commissioners in attendance are: Sharon Thrall, Jon Kennedy, John Larrieu, Susan Scarlett, and Kevin Goss.

Commissioner Mark has resigned. Commissioner Larrieu stated that the City of Portola will be selecting a new Commissioner at their next meeting.

Staff Attendees: Bob Perreault, Interim Executive Director, John Mannle, Associate Engineer and Transportation Planner, Jim Graham, Senior Planner and Cinda Leonard, Recording Secretary.

Public Attendees included: Aaron Casas, Caltrans; Michelle Millette, Caltrans; Marcelino Gonzales, Caltrans; Michele Piller, PRS; Louise Steenkamp, Senior Transportation; Kirk Wetzel, Public Attendee.

1. **Roll call** is conducted by Bob Perreault. Five Commissioners are present. Commissioner Mark has resigned from the Portola City Council
  - 1A. **Public Forum - Public**  
There were no public comments.
  - 1B. **Public Forum - Commissioners**  
There were no comments from the Commissioners.
2. **Approval of Minutes for September 19, 2013**  
Motion by Commissioner Kennedy, seconded by Commissioner Goss: to adopt the draft minutes for the September 19, 2013 meeting. Motion passed unanimously.
3. **Plumas Rural Services – Quarterly Report for 1<sup>st</sup> Quarter FY 2013/14**  
Michele Piller, Plumas Rural Services, informs the Commission that the reporting is a little different than usual. The charters are being reported separately per contract requirements.  
Michele states that revenue and ridership are down for the first quarter of FY 2013/14 compared to the first quarter of FY 2012/13.

**4. Plumas Rural Services – Update on the Transit Manager’s Position**

Michele Piller, PRS, tells the Commission that the recruitment for a new Transit Manager has been completed. They had three candidates and are currently waiting for confirmation that their first choice for Transit Manager will accept the position.

**5. Proposed auction of retired Bus #306 & Bus #333**

Bob Perreault informs the Commission that the CSA#12 Board approved the sale of these two retired buses. The auction company, Bar None, will be coming next week to photograph and inventory the County vehicles and equipment that will be auctioned off in November or December.

**6. Update on the Grant application for funding the Bicycle Plan**

Jim Graham informs the Commission that they did not receive the Grant funding. There were some answers that scored lower on the grant application ranking Plumas County in the middle of the applicants.

Jim states that he will be using the suggestions for a more complete application on the next Grant application that will be coming available in December. Michelle Millette, Caltrans, stated that she would be willing to review and critique the next application before it goes to the State.

**7. Update on the FY 2012/13 Financial Audit for the Commission**

John Mannle states that the Auditing contract was executed with to Smith & Newell. Staff is currently providing them with the materials they need for the audit. The audit is on schedule and should have it ready for the Commission’s review and approval in December. If there are any unforeseen needs that arise, there is the option of requesting a 90 day extension from the State Controller.

**8. Update on the FY 12/13 Financial accruals and fund balances**

John Mannle explains the financial report that is in the agenda packet. John states that the sales tax revenue budget exceeded previous reports by state because the state has changed their process. Payments are coming two months in arrears now instead of one month. Commissioner Scarlett and Commissioner Thrall are aware of the issues with the State payments. The issue is being felt County-wide.

**9. General Plan Update – Bob Perreault**

Bob Perreault reports that the Planning Department held its Public Hearing on the General Plan update on October 17<sup>th</sup>. After the approval of the Planning Commission, the Planning Department plans to forward the document to the Board of Supervisors for their approval.

Bob explains to the Commission that Public Works and Caltrans have issues with wording in the General Plan Update that was never resolved with the Planning Department or their consultants. The concerns were voiced during a conference call between Public Works, Caltrans, Planning, the consultants and the attorney for the General Plan Update on September 16, 2013, followed up by a letter written on

September 18<sup>th</sup> to the Planning Director.

Bob states that the language that was suggested to be used in the General Plan Update was not used. It is the hope that the Board of Supervisors will use their authority in changing the language as requested by the two Agencies.

**10. Draft Regional Transportation Improvement Program for the 2014 Plan**

John Mannle states that there have not been a lot of changes to the STIP status.

The SR 89/Greenville project has been moved to FY 2015/16.

The A-15 Phase II project in Portola is on track for FY 2014/15.

The PPM project allocations are set for FY 17/18 and FY 18/19. County Road A-13 in the Lake Almanor area, Graeagle-Johnsville Road and Golden Eagle Avenue in Quincy are all candidates for road rehabilitation if funding allows.

**11. Next Meeting**

With a motion from Commissioner Scarlett, seconded by Commissioner Goss, the next meeting date of the PCTC will be Monday, December 2<sup>nd</sup> at 1:30 pm

**11. Adjournment**

Chair Sherrie Thrall adjourns the meeting at 2:13 pm.

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Robert Perreault, Jr., Interim Executive Director

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Date