

MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION

1834 E. Main St., Quincy – COUNTY OF PLUMAS – Tel. 283-6268

MINUTES

Monday July 15, 2019

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

1A. **Roll Call** is conducted by John Mannle, Assistant Director. Commissioners in attendance are: Bill Powers, Sherrie Thrall, Michael Sanchez, Lori Simpson and Susan Scarlet. Phil Oels is absent. A quorum is present.

Staff Attendees: John Mannle, Assistant Director; Jim Graham, Senior Environmental Planner; Amanda Higgins, Fiscal Tech III; Stephanie McMillan, Recording Secretary. Others in Attendance: Kelly McElwain, Plumas Transit; John Rix, PCPHA – Senior Transportation

1B. Public Forum – Public

No comments.

1C. Public Forum: Commissioners

No comments.

2. Consideration of Draft Minutes for the PCTC Meeting Conducted on June 17, 2019

Motion is made by Commissioner Thrall, seconded by Commissioner Sanchez to adopt the minutes of the June 17, 2019 PCTC meeting. Roll call vote.

Motion passes 4-0. Commissioner Sanchez arrived after vote was taken.

3. 2020 State Transportation Improvement Program (STIP), Fund Estimate and Schedule

John distributed the 2020 Draft Regional Transportation Improvement Plan (RTIP) chart showing existing and proposed projects. Caltrans' Cromberg SHOPP Project includes the Feather River Inn at SR70 Intersection project. CTC requires RTIP's to be submitted by December 15, 2019. Caltrans' has recommended that agencies program the amount listed on the Fund Estimate as the "Total Target". For Plumas County the target is \$2.575 million. The City of Portola's North Loop Phase I project that needs an additional \$1.0 million in the construction phase to cover construction cost increases since the original

programming occurred in the 2014 STIP cycle. The PCTC has an un-programmed balance of \$1.8 million that will accommodate the cost increases in existing programmed projects. John recommends that the future Caltrans' SR 89 SHOPP project be programmed for additional STIP funding to construct the left turn lanes at Arlington Road and State Highway 89. The proposed Park and Ride project at this location is not currently funded. However these intersection improvements need to be completed before a proposed Park and Ride project could be constructed at that same location in the future. Jim Graham questioned whether a study was performed to verify the need for the Park and Ride. The PCTC and Caltrans determined that the use is occurring now and that several cars are currently parked at that location on a daily basis including people who board on Plumas Transit Systems at that location.

If all programming proposals were approved, the region would have \$1.5 million left in its un-programmed balance. John has been working with the City of Portola's Engineer to program a small repaving project. The County also has proposed future pavement repairs on a portion of Gold Lake Forest Highway. It is possible that other segments could be completed in the next year or two with other funding sources. The new proposals would expend all but \$52,000 from the fund balance. Staff will apprise the PCTC of the STIP process at each meeting between now and December.

- 4. Presentation of the Triennial Performance Audits for Plumas Transit Systems, Plumas County Transportation Commission and Senior Transportation**
Jim Graham distributed bound copies of the Triennial Performance Audits and suggested deferring discussion of the audits until the August PCTC Meeting enabling the Commissioners to have a chance to review the audits.

- 5. Plumas Transit Systems 3rd Quarterly Report FY 18/19**
Kelly McElwain, Transit Manager, reported that ridership was generally down in February and March, especially in regard to Feather River College (FRC) students. Kelly suggests using banners and posters to try and encourage ridership. John Mannle suggests meeting with FRC regarding any issues with the bus maneuvering through the parking lots. Jim Graham suggested Plumas Transit System perform a survey to try and determine why the students aren't using the transit system as much as in past years.

6. Resolution 19-17 Authorizing additional FTA 5311 (f) Program Funds for FY 19/20 to Plumas Transit Systems FY 19/20

Motion made by Commissioner Simpson, seconded by Commissioner Sanchez: to authorize additional funding in the amount of \$60,796 to Plumas Transit Systems Budget. Roll call Vote. Motion passes 5-0

7. Proposed Amendment to Plumas Transportation Modernization, Improvement, Service and Enhancement (PTMISEA) Expenditure Plan – Transfer funds from Bus/Parking Projects to New Bus Acquisitions

John recommends dropping plans for the construction of covered bus parking in favor of purchasing two additional busses to replace those that have reached their useful life. The Jail Project requires that the Quincy Maintenance Yard be relocated so construction of the covered bus parking is not recommended at this site at this time. John recommends that plans on the shared fuel facility should still move forward. John will prepare a revised expenditure plan resolution for the next PCTC meeting. The Commissioners agreed to place this item on the next meeting's agenda.

8. Regional Transportation Plan 2019 Status Update

Jim reported three more outreach events are planned; Greenville Gold Diggers Days, the Plumas-Sierra County Fair and Street Rod Extravaganza in Chester. He will be finalizing the Project List with Green Dot Consulting on July 31. Jim recommended Green Dot's sub-consultant should also begin preparing the environmental document. The draft RTP (including the first three chapters) will be available to the PCTC at the August meeting.

9. Bus Shelter Construction Project Status

Jim reported that the two concrete pads in East Quincy at Mill Creek and SavMor have been completed. Shelters will begin being constructed at these locations next week. The Chester bus shelter will be installed towards the beginning of August. Jim will order two additional Bus Shelters for Portola at K&S Market and in front of Plumas District Hospital.

10. **FY 18/19 Low Carbon Transit Operations Program (LCTOP)** authorized \$39,108 to PCTC for the Plumas District Hospital Bus Shelter Project.
Jim reported the award of additional funds which will allow the Bus Shelter Project at Plumas District Hospital to move forward.

11. **PCTC Next Meeting Date.**

The next meeting is scheduled for Monday, August 19, 2019 at 1:30pm.

Commissioner Sanchez asked the PCTC Chair Bill Powers to allow him to make a personal comment regarding his resignation from the PCTC Board due to health reasons. He stated his enjoyment on serving with the Commission and complemented the Commission on its organization.

12. **Adjournment**

Meeting adjourned at 2:08 pm



Robert A. Perreault, Jr.
Robert A. Perreault, Jr., Interim Exec Director PCTC

Date: AUGUST 19, 2019

Attachments: Triennial Performance Audits
Plumas Transit System Q3 Report FY 18/19
2020 Draft RTIP