

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

MINUTES

Monday January 24, 2022

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Chair Sherrie Thrall with roll call at 10:30 AM 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, Susan Scarlett, and Jeff Engel. Commissioners attending in person are Bill Powers and Greg Hagwood

Staff Attendees: Jim Graham, Executive Director Plumas CTC and John Mannle, Director of Public Works

Others in attendance in person: Shauna Everton – Plumas Rural Services; John Rix, Manager – Seniors Transportation

Others in attendance via teleconferencing: John Maxwell, Caltrans District 2; Trinity Sterling, Sierra Buttes Trail Stewardship – Connected Communities Trail Coordinator

1B. Public Forum – Public

No comments

1C. Public Forum: Commissioners

No comments

2. Consideration of draft minutes for PCTC Meeting conducted on December 20, 2021

Motion is made by Commissioner Engel, seconded by Commissioner Powers, to adopt the minutes of December 20, 2021. Motion passes 4-0

3. Selection and appointment of new Plumas County Transportation Commission Chair and Vice Chair

Motion is made by Commissioner Powers and seconded by Commissioner Thrall to appoint Commissioner Scarlett as Chair and Commissioner Hagwood as Vice Chair. Motion passes 5-0

4. Report on the selection of GHD as the most highly qualified consultant for the SR 36 Complete Streets & Context Sensitive Streetscape Plan and authorize Executive Director to execute Professional Services Agreement with GHD subject to approval by Plumas County Counsel. Discussion and possible action

Jim Graham reports that the Consultant Selection Committee has selected GHD as the most highly qualified consultant. The Consultant Selection Committee was very pleased with the final three consultants as all were very qualified to complete the requested work. Motion is made by Commissioner Thrall and seconded by Commissioner Hagwood to

authorize the Executive Director to execute the Professional Services Agreement with GHD subject to approval by Plumas County Counsel. Motion passes 5-0.

5. Update on the Clean California Program

a) Greenville Landscaping Project (\$594,000)

Jim reports that the Greenville Landscaping Project has been awarded through the Clean California Program. A project kick-off meeting was held last week and a design meeting is being held today.

b) Chester Gateway Monument Project (\$593,000)

Jim reports that the Chester Gateway Monument Project has been awarded through the Clean California Program. This project involves the placement of two monument signs and associated landscaping at the west and east approaches into the community of Chester. A project kick-off meeting was held last week, and a design meeting is being held today.

c) Local Grant Project – Sierra Buttes Trail Stewardship “Pocket Park”

Jim describes the various components of the facility and explains that this is a joint application between the Plumas County Transportation Commission and the Sierra Buttes Trail Stewardship. Several commissioners ask what funding source will be used to pay for the project's maintenance. Jim explains that funding is available through TDA Bike and Pedestrian Facility funds currently being reserved the PCTC. Trinity Sterling of the Sierra Buttes Trail Stewardship explains that she has several groups lined up to perform voluntary maintenance of the landscaping components. Commissioner Engel requests that the use of volunteers be vetted through County Counsel.

Motion is made by Commissioner Thrall and Seconded by Commissioner Hagwood to authorize the Executive Director to: 1) Draft Letter of Support on behalf of the Plumas County Transportation Commission, 2) Execute the Local Grant application, 3) Authorize use of allowable PCTC funds for construction (to be reimbursed by the Clean California Program) and 4) Authorize use of TDA Bicycle & Pedestrian facilities funds for future project maintenance.

6. Presentation of Amendment No. 2 to the FY 21/22 Overall Work Program and Authorize execution of the revised FY 21/22 Overall Work Program Agreement (OWPA) allocating rollover funds from FY 20/21

Jim explains that this Amendment if to allocate rollover funds to Work Elements 602, 603 and 605 as set forth in the attached budget summary.

a) Resolution 22-01 – Adoption of Amendment No. 2 to the Overall Work Program and Authorize Executive Director to execute the amended Overall Work Program Agreement. Discussion and possible action by PCTC.

Motion is made by Commissioner Powers, seconded by Commissioner Hagwood to pass and adopt Resolution 22-01, and authorize the Executive Director to execute the Overall Work Program Agreement No. 2. Motion passes 5-0

7. Transit Operations Update

a) Plumas Transit Systems Update

Shauna Everton reports that ridership numbers are down due to the Omicron variant, after previously trending upward. Number should rise following the Omicron surge and the resumption of classes at FRC.

b) Seniors Transportation Update

John Rix reports that ridership numbers are down significantly due to the Omicron variant, after previously trending upward. A number of Senior Transportation staff have been ill with the Omicron Covid variant.

c) Update on 5310 Program (Enhanced Mobility of Seniors and Individuals with Disabilities Program) call for projects

Jim reports that both he and John Rix attended the Caltrans webinar and met separately afterwards to go over the application. Seniors Transportation is seeking 3 new vehicles and funds for operating expenses. Once the application nears completion, more detailed information will be provided.

d) Update on bus purchases from the 5339 Bus and Bus Facilities Program

Jim reports that the bus chassis are scheduled to be built in February. Jim is trying to ascertain when the chassis will be sent to Indiana to complete the body build. Jim will pass on more information as it is obtained.

e) Plumas Rural Services – Exercising the first of three one-year extensions to transit operations contract

Jim reports that PCTC staff are recommending that the first of three one-year extensions be exercised for Plumas Rural Services to operate Plumas Transit Systems based on satisfactory compliance with the terms of the existing transit contract. Jim asks that the Commission recommend to CSA #12 that the one-year transit contract extension be executed.

Motion is made by Commissioner Powers, seconded by Commissioner Hagwood to recommend to CSA #12 that the one-year contract extension be approved and executed. Motion passes 5-0.

f) Discussion of free transit passes for individuals impacted by the Dixie Fire

The Commission discusses the free bus passes that are distributed to individuals impacted by the Dixie Fire. These passes are distributed through the Disaster Recovery Center. Commissioners discuss the need for a potential end date to this program. After further discussion it is decided that PCTC staff will monitor the bus

pass usage over time and report to the commission at each meeting. The Commission determines that no end date to the free bus passes is necessary at this time.

8. Confirmation the scheduling of the next PCTC meeting for Monday, February 28,

2022, at 10:30 AM

Chairperson Scarlett confirms that the next PCTC Meeting is scheduled for Monday, February 28, 2022, at 10:30 AM.

9. The meeting is adjourned at 11:15 AM