

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

MINUTES

March 30, 2023

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Vice 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 Greg Hagwood, Bill Powers, Kevin Goss and Tom McGowan.

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

Others in attendance: John Rix, Senior Transportation Manager; Steve Pendergast, Caltrans District 2

1B. Public Forum – Public

There is no comment from the public.

1C. Public Forum – Commissioners and Staff

There is no comment from the commissioners or staff.

2. Approval to amend the March 30, 2023 PCTC Agenda to add as an Urgency Item, approval of Resolution 23-09 – Amendment of the STIP funding sources for the Graeagle-Johnsville Road Reconstruction Project and the SR 89 Arlington Intersection Improvements.

Motion is made by Commissioner Goss, seconded by Commissioner Powers, to adopt the proposed amendment to the March 30, 2023 PCTC Agenda. Motion passes 4-0

3. Consideration of draft minutes for PCTC Meeting conducted on February 27, 2023

Motion is made by Commissioner Goss, seconded by Commissioner McGowan, to adopt the minutes of February 27, 2023. Motion passes 4-0.

4. Update on the Consultant Selection for preparation of the 2025 Regional Transportation Plan and On-call Transportation Services.

Jim Graham reports that two firms submitted proposals for the 2025 Regional Transportation Plan. Staff reviewed these submittals and has selected Green DOT Transportation Solutions. This was the same firm that prepared the County's 2020 RTP.

Graham reports that five firms submitted proposals for On-Call Transportation Planning Services and states that the primary purpose of this on-call contract is to assist the PCTC in writing and submitting grants for infrastructure needs associated with the various Caltrans/County projects that are being planned over the next 3-5 years that cannot be funded by Caltrans. Staff recommends the selection of two firms, Evans Brooks, Inc., and Green DOT Transportation Solutions, as each of these firms has strengths that will complement each other.

Motion is made by Commissioner Goss, seconded by Commissioner Powers, authorizing staff to offer contracts with both Evan Brooks, Inc. and Green Dot Transportation Solutions. Motion passes 4-0.

5. Presentation of the Draft PCTC Policy and Procedure Manual

Jim Graham reports the completion of the draft PCTC Policy and Procedure Manual and asks the commissioners to review and provide staff with comments or questions at the April 17th PCTC Meeting with the intent of adopting the manual during the April or May PCTC Meeting.

6. Adoption of Resolution 23-07 approving the 2023 Low Carbon Transit Operations Program (LCTOP) Project for Plumas Transit Systems system-wide free fares and authorizing the execution of associated Certifications and Assurances, and Authorized Agent Forms.

Jim Graham reports that staff has submitted for LCTOP funding to provide free transit fares for approximately 2 years. Motion is made by Commissioner Goss, seconded by Commissioner Powers, approving the PCTC 2023 submittal and authorizing staff to execute the Certification and Assurances, and Authorized Agent forms. Motion passes 4-0

7. Adoption of Resolution 23-08 approving the 2023 PCTC Title VI Plan.

Motion is made by Commissioner Goss, seconded by Commissioner McGowan, to adopt the 2023 PCTC Title VI Plan. Motion passes 4-0.

8. Approval of Resolution 23-09 amending the STIP funding sources for the Graeagle-Johnsville Road Reconstruction Project and the SR 89 Arlington Intersection Improvement Project.

Jim Graham reports that this amendment shifts \$482,000 in Covid STIP funds from the Graeagle-Johnsville Road Reconstruction Project to the SR 89 Arlington Intersection Project and moves \$482,000 in regular STIP funds from the SR 89 Arlington Intersection Project to the Graeagle-Johnsville Road Reconstruction Project. This move is necessary as the Covid STIP funds will expire before the Graeagle-Johnsville Road Reconstruction project is slated for construction. Motion is made by Commissioner Goss, seconded by Commissioner McGowan, to approve Resolution 23-09. Motion passes 4-0.

9. Transit Operation Update

a) Plumas Transit Systems Operation Update and FY 22/23 2nd Quarter Report

Jim Graham reports that the 2nd quarter continues to see increases in ridership. This increase is most likely due to a rise in gas prices, the emergence from Covid, and the free fares offered to riders.

b) Seniors Transportation Update

John Rix reports that ridership slipped over the last several months due to poor weather conditions. John reports that they are still short drivers.

10. Confirm scheduling of the next PCTC meeting for Monday, April 17, 2023, at 1:30 PM.

The next meeting is confirmed for April 17, 2023, at 1:30 PM

11. The meeting adjourns at 2:05 PM.