

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

MINUTES

June 16, 2025

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Chair Pat Morton 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

The commissioners in attendance are Pat Morton, Susan Scarlett, Bill Powers, Mimi Hall and Tom McGowan. Jeff Engel was absent from the meeting.

Staff Attendees: Rob Thorman, Public Works Director, Carlee Tone, Management Analyst

1b. Public Forum – Public

There are no comments from the public.

1c. Public Forum – Commissioners and Staff

- Discussion regarding the Carmichael School lower Speed Zone to 15-MPH which will require a more in depth speed study.
- Striping in Portola scheduled in Fall of 2025
- Green Dot assistance with the LCTOP funds from Sierra County to donate their funds to PCTC totaling \$8,511.

2. Consideration of Draft Minutes for PCTC Meeting conducted on February 24, 2025.

A motion is made by Commissioner Powers, seconded by Commissioner Scarlett, to adopt the minutes of April 21st meeting as amended. Motion passes 5-0.

3. Amendment NO.1 – to The Professional Services Agreement – On Call Transportation Planning Services for the Federal Transit Administration (FTA) and related rural federal-aid funding applications for the Plumas County Transportation Commission (PCTC) during FY 2025-26

Thorman commented that the agenda has a typo error, the Amendment is No. 2. A motion is made by Commissioner Powers, seconded by Commissioner McGowan, to approve Amendment No. 3 as amended. Motion passes 5-0.

4. Amendment No. 2 – To the Professional Services Agreement – On-Call Transportation Planning Services for the Court Street Traffic Study Public Meeting.

Thorman commented that the agenda has a typo error, the Amendment is No. 3. A motion is made by Commissioner Scarlett, seconded by Commissioner Powers, to approve Amendment No. 3 as amended. Motion passes 5-0.

5. Approval of Resolution 25-06 --- Authorizing supplemental budget increase of \$30,000 to fund 2027-PPM for FY 24/25.

A motion is made by Commissioner Powers, seconded by Commissioner McGowan, to approve Resolution. Motion passes 5-0.

6. Approval of Resolution 25-07 --- Allocating TDA(Transit Development Act) funds for the operation of Seniors Transportation.

A motion is made by Commissioner McGowan, seconded by Commissioner Hall, to approve Resolution. Motion passes 5-0.

7. Approval of Resolution 25-08 – Authorizing payment of regional planning assistance funds (\$1000) as annual dues to rural countries task force as defined within the 2024/25 Overall Work Program (OWP).

A motion is made by Commissioner McGowan, seconded by Commissioner Hall, to approve Resolution. Motion passes 5-0.

8. Approval of Resolution 25-09 – Authorizing Federal funding to Plumas Transit Systems as “Pass-Thru” – FTA Section 5311 Operating Assistance Grant Funding.

A motion is made by Commissioner McGowan, seconded by Commissioner Powers, to approve Resolution. Motion passes 5-0.

9. Approval of Resolution 25-10 – Authorizing Federal funding to Plumas Transit Systems as “Pass-Thru” – FTA Section 531(f)1 Operating Assistance Grant Funding.

A motion is made by Commissioner Hall, seconded by Commissioner Scarlett, to approve Resolution. Motion passes 5-0.

10. Approval of FY 25/26 Overall Work Program and Adoption of Resolution 25-11 – Authorizing the Executive Director to execute the FY 25/26 Overall Work Program Agreement (OWPA).

A motion is made by Commissioner Scarlett, seconded by Commissioner Powers, to approve the 2025/26 OWP. Motion passes 5-0.

11. Discussion on the use of RTPA cash retained and Caltrans Local Assistance requirement that funds must be spent on projects and not carry over large amounts from year to year.

Thorman discussed the need to use the funds each year in order to get future funding. Thorman proposed bringing back resolutions to distribute \$150,000 to City of Portola for use on the Gulling Street Bridge repair and \$100,000 to Plumas County for use on Right of Way expenses on the Quincy Junction Road STIP project. Discussion only.

12. Adoption of Final FY 25/26 Budget for PCTC and Transit Operators – Budget Briefing and Budget Resolutions for Plumas Transit Systems, Seniors Transportation and OWP.

Approval of Adoption of Final FY 25/26 Budget for PCTC and Transit Operators. Motion passes 5-0.

13. Confirm the date of the next PCTC meeting for July 21st, 2025, at 1:30 PM

The PCTC meeting date for **July 21st, 2025**, is confirmed.

15. Adjournment