

PLUMAS COUNTY TRANSPORTATION COMMISSION

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MINUTES

August 15, 2011

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: John Larrieu, Sharon Thrall, Robert Meacher, Jon Kennedy, Susan Scarlett and Dan Wilson.

Public Attendees are Jimmy LaPlante, PRS and Aaron Cabaccang, CalTrans

Chairman Larrieu requests any comments for Public Forum.

1a. **Public Forum**

There being no Public comments, Chairman Larrieu moves on to Item b.

1b. **Chairman Larrieu requests Input from Commissioners on Non-Agenda Items**

There being no input from Commissioners, Chairman Larrieu closes Public Forum.

2. **Approval of Minutes for July 18, 2011.**

Minutes of the July 18, 2011 meeting are approved on motion from Sharon Thrall, Second by Jon Kennedy, followed by unanimous votes of approval.

3. **Fiscal Year 2010/11 Financial Audit Contract – Amending Resolution 11-16 with Resolution 11-17**

John Mannle gives a brief description of what needed to be amended in Resolution 11-16. Motion to adopt Resolution 11-17 Amending Resolution 11-16 is made by Sharon Thrall, Second by Dan Wilson, with unanimous votes of approval.

4. **Transit Planning Award Granted – Information**

John Mannle gives an overview of the Award. The Grant is titled County of Plumas Short Range Transit Plan Update. This gives the Commission the opportunity to hold public meetings to get comments from the community on how the Transit Operations services and what the Public would like to see in the future. After the information is gathered then

the Commission will review the financial situation. These plans are typically reviewed every 5 years.

The Award amount is \$43,999 with approximately \$5,000 in matching funds. In order to meet the Conditions of Grant Acceptance the Overall Work Program will need to be amended.

The description to be turned in to Caltrans shall include the name of the in-kind local match provider, the fund source of the provider and how the local match will be documented for accounting purposes. It will include an itemized breakdown of the staff time used, the number of staff, their job titles and their hourly rate.

This information needs to be in before the deadline of May 1, 2012.

The final product must be completed no later than June 30, 2014, with the final requests for reimbursement must be submitted to Caltrans no later than 30 days after the close of FY 2013-14.

5. **Performance Audit Requirement listed in Plumas Rural Services Contract – Discussion and request by Staff for direction**

John Mannle states that Plumas Rural Services contract contains a clause that requires the Commission to conduct and fund a performance Audit of the transit providers operation after one year of service. John Mannle is recommending that this requirement be deleted from the contract. The Commission staff and operator work in close cooperation with each other. The Operator provides regular quarterly reports to the Commission and staff provides great scrutiny of the operators costs during annual budget sessions. Also, next fiscal year the Commission will be conducting another Triennial Performance Report for fiscal years 09/10, 10/11 and 11/12. John Mannle is willing to write up the amendment to the contract to strike this clause from the contract and have PRS and the Commission sign it.

The motion to strike this clause from the contract is made by Susan Scarlett, second by Sharon Thrall, with unanimous votes of approval.

6. **Plumas County Auction Results – Information**

John Mannle states that Plumas County just completed their first online auction with great results. Transit was able to sell 7 buses that had been stockpiled in the County yard. Susan Scarlett questions the reasoning behind the sale of the 2005 Ford propane Bus. It was a fairly new bus.

Jimmy LaPlante, PRS, explains that there is no local business that can provide maintenance on the propane engine. The costs to run the bus far exceeded any revenue taken in.

6a. **Resolution 11-18 – Authorizing Deposit of Regional Surface Transportation Funds (RTPA Exchange) in the amount of Ten Thousand Seven Hundred Thirty-nine Dollars (\$10,739.00) to the Local Transportation District Fund Number 2029.**

The motion to authorize the deposit of the Auction through Resolution 11-18 is made by Susan Scarlett, second to Dan Wilson, with unanimous votes of approval.

7. **Transit Parking Facility – Discussion of funding proposal for the project.**

John Mannle provides an overview of the proposal to build a bus yard within the Plumas County Maintenance Yard. The State has accepted the proposal so now staff is in the preparation phase of getting the environmental documents prepared.

John Mannle attended a teleconference in which the State has funds set aside for other projects, but those projects will not be moving forward. The State is willing to pass on these funds to the Operators who are ready to move forward. Plumas County's share will be \$243,930 with the funds slated to arrive in November, if all goes smoothly with the State Comptroller's office.

John Mannle states that this amount is not enough to complete the project but it would be a substantial start for the project.

No action is required on this item.

8. **2012 State Transportation Improvement Program (STIP) – Information on schedule and fund estimate for future projects.**

John Mannle discusses the 2012 STIP Existing Plumas County Regional Transportation Improvement Program spreadsheet that was distributed with the Agenda packets. There is general discussion of the projects.

9. **Federal Transportation Bill Update – Informational**

John Mannle briefly discusses the status of the Federal Transportation Bill. There were discussions at the Congressional level about eliminating or decreasing the federal gas tax. These discussions typically occur every time the federal bill is up for reauthorization. The effect it would have on the PCTC would be a loss of \$85,000 from the Federal Transportation Operating System.

10. Next meeting proposed for September 19, 2011. Discussion and adjournment.