

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

MINUTES

February 24, 2014

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.

1. Roll call is conducted by Bob Perreault.

Commissioners in attendance are: Sharon Thrall, Jon Kennedy, John Larrieu, Susan Scarlett and Pat Morton. Kevin Goss is absent.

Bob Perreault announces that a quorum is present.

Staff Attendees: Bob Perreault, Interim Executive Director, John Mannle, Associate Engineer and Transportation Planner, Jim Graham, Senior Environmental Planner and Cinda Leonard, Recording Secretary.

Others in attendance are: Aaron Casas, Caltrans; Tamara Rich, Caltrans; Gary McFarland, PRS Transit Manager; Dana Cash, Senior Transportation; Joe Edwards, CHP

1A. Public Forum - Public

Aaron Casas, Caltrans, introduces Tamara Rich as the new Caltrans Transportation Planner for Plumas County. Aaron has been assigned to Tehama and Modoc Counties.

1B. Public Forum - Commissioners

There were no comments from the Commissioners.

2. Approval of Minutes for January 27, 2014

After clarification that Susan Scarlett had mentioned in Item 5 of the minutes that she wanted Gary to add a column for the previous fiscal year's budget amount and the *actual*; Motion by Commissioner Larrieu, seconded by Commissioner Kennedy: to adopt the draft minutes for the January 27, 2014 meeting. Motion passed unanimously.

3. Final Financial Audits Submittal

John Mannle informs the Commission that the final Financial Audits are ready to be submitted. The Commission has no questions or comments on the Management's Discussion and Analysis.

Motion is made by Commissioner Scarlett, seconded by Commissioner Larrieu: to submit the final financial audits to the State. Motion passed unanimously

4. **Resolution 14-1 – Authorizing the deposit of auction receipts into LTD Fund 2029**
Motion is made by Commissioner Larrieu, seconded by Commissioner Kennedy: to deposit auction receipts into LTD Fund 2029. Motion passed unanimously
5. **Resolution 14-2 – Authorizing the proceeds from the auction of retired buses to supplement the FY 13/14 Plumas Transit fuel budget**
Motion is made by Commissioner Kennedy, seconded by Commissioner Larrieu: authorize the proceeds from the sale of retired buses to supplement the Plumas Transit fuel budget. Motion passed unanimously.
6. **Resolution 14-3 – Appointing Dana Cash, Senior Transportation to the SSTAC Committee**
Jim Graham informs the Commission that since the promotion of Louise Steenkamp to the Drug and Alcohol department that leaves a vacancy on the SSTAC Committee. Jim requests approval of Resolution 14-3 appointing Dana Cash, Senior Transportation, to the vacant position.
Motion is made by Commissioner Kennedy, seconded by Commissioner Larrieu: Appointing Dana Cash, Senior Transportation to the SSTAC Committee. Motion passed unanimously
7. **Update on the SSTAC – Jim Graham**
Jim Graham addresses the Commission. There was no meeting held in January, however he is working with Paula Johnston from Plumas Rural Services on the job description for the Transit Coordinator position.
The Committee is working on establishing and promoting Community Connections to implement the volunteer driver program due to liability issues.
Jim informs the Commission that he and Gary McFarland are working on route modifications that would improve connections with adjacent Counties transit providers. There will also be proposed modifications to improve efficiency internally.
8. **Discussion of FTA ADA requirements for complimentary paratransit services.**
John Mannle informs the Commission that the FTA recently completed a triennial State Management review of Caltrans on the administration and oversight of FTA programs. They found that Caltrans had not been ensuring that its subrecipients are providing complimentary paratransit or demand- responsive service.
Plumas Transit provides a “deviated fixed route service” for its ADA customers.
John explains that FTA requires that if an operator provides route deviation service in lieu of a separate complimentary paratransit service then that service must be available to anyone and not just ADA customers. This may require additional fares to cover the cost of the deviations and to maintain the minimum fare box ratio for the transit system as a whole.
Note: Commissioner Goss arrives at 1:50 pm
9. **Resolution 14-4 - \$154 Contribution of RSTP funding to ongoing Statewide local**

streets and roads needs assessment

Bob Perreault informs the Commission that this fee is based on the RTSP contribution to Plumas County. This is a onetime fee that is used to help offset the cost to update the California statewide local streets and roads assessment report.

Motion is made by Commissioner Larrieu, seconded by Commissioner Kennedy:

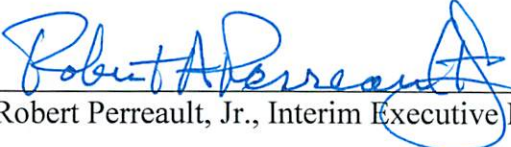
Authorizing the onetime payment of \$154 from RSTP funds for the statewide local streets and roads needs assessment. Motion passed unanimously.

10. Meeting date

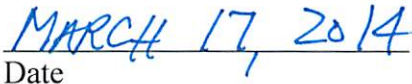
The Commission confirmed that the next PCTC meeting date will be Monday, March 17, 2014 at 1:30 pm.

12. Adjournment

Chair Thrall adjourns the meeting at 1:57 pm



Robert Perreault, Jr., Interim Executive Director



Date