

MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION

1834 E. Main St., Quincy - COUNTY OF PLUMAS - Tel. 283-6268

MINUTES

Monday, June 27, 2016

Meeting of the Plumas County Transportation Commission (PCTC) is called to order with roll call at 1:30 p.m. in the Conference Room of the Plumas County Public Works Department.

1A. Roll call is conducted by Bob Perreault

Commissioners in attendance are: Lori Simpson, Bill Powers, Susan Scarlett, Kevin Goss and John Larrieu. Sharon Thrall is absent.

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

Others in attendance are John Rix, Senior Services; Kelly McElwain, PRS; Gary McFarland, PRS; John Maxwell, Caltrans; John Schmidt, Quincy Lions Club.

1B. Public Forum - Public

Gary McFarland, PRS, informed the Commission that Plumas District Hospital has initiated an alert system to notify passengers when the bus has arrived.

John Schmidt, President, Quincy Lions Group, stated that the Lions Club is funding an all-weather bench to provide outdoor seating for patients and bus passengers. He requested that the Commission or another entity fund the remaining funds to cover the cost of the bench and the cost of the alert system. John Larrieu stated that the item will be placed on the agenda for the next PCTC meeting in July.

Bob Perreault informed the Commission that Caltrans hosted Public Informational meeting on June 15th in Greenville and June 16th in Chester. The meetings were to inform the public on the Caltrans projects taking place in Plumas County. Kevin Goss commented that the meeting held in Greenville was well attended and provided valuable information to the public in regards to project schedules for road maintenance, bridge replacement and other projects.

John Larrieu expressed his displeasure with Caltrans always neglecting to put the City of Portola on their maps. Bob Perreault stated that he would have a discussion with the Project Manager in regards to getting the City on the maps in the future.

Jim Graham informed the Commission that when Belden hosts their festivals, there have been issues with the festival goers parking in the rest area across the river from Belden and leaving them there for the weekend. PG&E has installed signage explaining the parking regulations.

1C. Public Forum - Commissioners

There being no comments from the Commission, Chair Larrieu moves to item #2

2. Approval of Minutes for May 16, 2016

Motion is made by Commissioner Goss, seconded by Commissioner Powers: to adopt the draft minutes for the May 16, 2016 meeting. Motion passed 5-0.

3. Budget Resolutions for Plumas Transit Systems

3A. Resolution 16-8 – Allocating TDA funds in the amount of Three Hundred Twenty Thousand Nine Hundred Nineteen Dollars (\$320,919) to Plumas Rural Services for Fiscal Year 2016/17 from fund 2029A.

Motion is made by Commissioner Goss, seconded by Commissioner Simpson: To Adopt Resolution 16-8. Motion passed 5-0

3B. Resolution 16-9 – Allocating STA funds in the amount of Eighty-four Thousand Two Hundred Ninety-eight Dollars (\$84,298) to Plumas Rural Services for Fiscal Year 2016/17 from Fund 2028.

Motion is made by Commissioner Goss, seconded by Commissioner Powers: To Adopt Resolution 16-9. Motion passed 5-0

3C. Resolution 16-10 – Authorizing One Hundred Two Thousand Six Hundred Seventy-one Dollars (\$102,671) to Plumas Rural Services as “Pass-thru” FTA Section 5311 Operators Grant Funding for Fiscal Year 2015/16 from Fund 2029.

Motion is made by Commissioner Goss, seconded by Commissioner Powers: To Adopt Resolution 16-10. Motion passed 5-0

3D. Resolution 16-11 – Authorizing One Hundred Fifteen Thousand Three Hundred Three Dollars (\$115,303) to Plumas Rural Services as “Pass-thru” FTA Section 5311(f) Operator Assistance Grant Funding for Fiscal Year 2015/16 from Fund 2029.

Motion is made by Commissioner Goss, seconded by Commissioner Powers: To Adopt Resolution 16-11. Motion passed 5-0

4. Budget Resolution for Seniors Transportation

Resolution 16-12 – Allocating TDA Funds in the amount of One Hundred Ninety-nine Thousand Two Hundred Forty-three Dollars (\$199,243) to Plumas County Public Health Agency for the Operation for the Seniors Transportation for Fiscal Year 2016/17 from Fund 2029A.

Motion is made by Commissioner Simpson, seconded by Commissioner Scarlett: To Adopt Resolution 16-12. Motion passed 5-0

5. Resolutions to Adopt the Overall Work Plan (OWP) and Budget

5A. Resolution 16-13 – Adopting the Overall Work Plan and Authorizing Commission Staff to execute the Overall Work Program Agreement for Fiscal Year 2016/17.

Motion is made by Commissioner Goss, seconded by Commissioner Simpson. To Adopt Resolution 16-13. Motion passed 5-0

5B. Resolution 16-14 – Allocating LTF (Fund 2029A) funds in the amount of Fifteen Thousand Forty-four Dollars (\$15,044) for the 2016/17 Overall Work Plan to the Transportation Planning Fund (2027).

Motion is made by Commissioner Simpson, seconded by Commissioner Goss: To Adopt Resolution 16-14. Motion passed 5-0

5C. Resolution 16-15 – Authorizing RSTP (Fund 2029) funds in the amount of Twenty-six Thousand Eight Hundred Fifty Dollars (\$26,850) for the 2016/17 OWP to the Transportation Planning Fund (2027).

Motion is made by Commissioner Powers, seconded by Commissioner Scarlett: To Adopt Resolution 16-15. Motion passed 5-0

6. Resolution 16-16 Authorizing the Execution of the 2015/16 State Transportation Improvement Program Planning, Programming and Monitoring (PP&M) Fund Transfer Agreement and Authorizing Deposit of PP&M Funds (\$34,000) to the District Planning Fund (2027).

Motion is made by Commissioner Powers, seconded by Commissioner Goss: To Adopt Resolution 16-16. Motion passed 5-0

7. Request for Qualifications – Financial Audits for FY 2015/16 – 2017/18

Bob Perreault informed the Commission that Public Works Staff in preparing the RFQ for publication. The Commissioners will receive copies of the RFQ when it goes to publication

8. Distribution of the Draft Triennial Performance Audits

Bob Perreault informed the Commission that Majic Consulting has completed the draft audits. All questions and/or concerns should be directed to John Mannle. At the July PCTC meeting, the focus will be on each item for approval. John Mannle requested they pay special attention to the findings and conditions

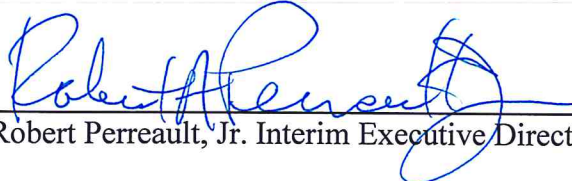
9. Electrical Upgrade – BOS Awarded the Contract to Converse Construction for Electrical Upgrade Project at the Public Works Maintenance Yard/Bus Yard Area

Bob Perreault gives the Commission a status report on the Electrical Project in the Maintenance Yard/Bus Yard Area.

A generator has been ordered and should arrive in approximately 10-12 weeks. The work will begin in the fall.

John Mannle stated that there will be 24 hour fuel access for the Transit System, along with covered parking for the buses. Purchasing fuel in bulk will be a benefit for the Transit System as well as Public Works.

10. **Update on the purchase of Onboard Camera Systems for the Transit Buses**
Jim Graham informed the Commission that Seon Systems is filling the order for the cameras. Their installers will coordinate with PRS staff for the installation.
11. **3rd Quarter Report for the Plumas Transit Operations**
Gary McFarland, Operations Manager, PRS, updated the Commission on the 3rd Quarter Report for Transit Operations.
The Chester ridership is up over the previous year. The Quincy ridership has also improved over the last fiscal year. Portola ridership is down. Gary stated that modifications to the Portola route may be possible. Seniors ridership is down, but Gary stated that he thought it had to do with Seniors Transportation making changes to their routes and being more available to the elderly and disabled.
Gary announced that Plumas Transit passed the annual CHP inspections with impressive results. The CHP were impressed with the major improvements in the way PRS Staff has improved the filing, financial and bus inspection programs.
12. **Update on the Active Transportation Plan (ATP)**
Bob Perreault stated that Public Works Staff continues to review the ATP with the Consultants. The ATP should be finalized by the end of the calendar year.
13. **Appointment of a Chair and Vice-Chair for Fiscal Years 2016/17 – 2017/18.**
Motion is made by Commissioner Scarlett to appoint Commissioner Goss as Chair and Commissioner Powers as Vice-Chair. The motion was seconded by Commissioner Simpson with unanimous votes of approval.
14. **Confirmation that the next meeting for PCTC is scheduled for Monday, July 18, 2016 at 1:30 pm in the Public Works Conference Room.**
15. **Commissioner Larrieu adjourned the meeting at 2:08 pm**


Robert Perreault, Jr. Interim Executive Director

JULY 18, 2016
Date