

SIERRA COUNTY TRANSPORTATION COMMISSION
P. O. BOX 98 – DOWNIEVILLE, CALIFORNIA 95936

COMMISSIONERS

MARIANNE MOORE –CHAIRMAN
SCOTT SCHLEFSTEIN-VICE CHAIR
PAUL ROEN
PETER W. HUEBNER

NANCY ROGERS
MARK MARIN
VACANT
JAMES BEARD, ALTERNATE

WEDNESDAY
JANUARY 17, 2018
10:00 A.M.

SIERRAVILLE SCHOOL
305 SOUTH LINCOLN
SIERRAVILLE, CALIFORNIA

MINUTES

1. CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 10:00 a.m. by Chairman Marianne Moore.

Roll Call

Commissioners Present: Huebner; Rogers; Marin; Schlefstein; Roen; Moore

Commissioners Absent: None. It was noted that Jason Van Daam had resigned from City Council, in effect removing him from the SCTC.

A Quorum was established.

Staff Present: Miriam Dines, Executive Secretary; Bryan Davey, Transportation Planner; Tim Beals, Executive Director

Also Present: Lori Wright, Transportation Director, Incorporated Senior Citizens

2. PLEDGE OF ALLEGIANCE: Led by Commissioner Marin.

3. APPROVAL OF AGENDA:

Commission Action: Commissioner Marin moved to approve the agenda; seconded by Commissioner Roen. Motion was carried by acclamation.

4. APPROVAL OF MINUTES:

Commission Action: Commissioner Huebner moved to approve the minutes of November 28, 2017; seconded by Commissioner Marin. Motion was carried by acclamation.

5. ELECTION OF 2018 CHAIR: Commissioner Marin nominated Paul Roen to serve as Chairperson for 2018; Commissioner Huebner seconded. The motion was carried by consensus.

Commissioner Roen assumed the Chair.

6. ELECTION OF 2018 VICE-CHAIR: Commissioner Huebner nominated Nancy Rogers to serve as Vice-Chairperson for 2018; Commissioner Marin seconded. The motion was carried by consensus.

7. ANNOUNCEMENTS: No announcements were given.

8. PUBLIC COMMENT: No public comment was offered.

9. TRANSIT ISSUES

Mr. Davey reported on the mid-year balance of the transit fund which is provided by the Sierra County Auditor. This information is necessary in order to advise the transit providers as to available funding for the next year. The starting balance will be \$107,104.30, which is up about \$6,000.00 from last year. Mr. Davey recommended to the Commission that they advise the transit providers that the same amount as last year, that being \$108,000.00, is available for transit for the upcoming fiscal year. Mr. Davey supplied the updated transit funding spreadsheet which is attached hereto as Exhibit 1.

Commission Action: Commissioner Huebner presented a motion to approve the recommendation to make \$108,000 in funding available to the transit providers for Fiscal Year 2019; seconded by Commissioner Moore. Motion was carried by acclamation.

Mr. Davey reported that the School District is making good use of the two surplussed vans. He continued to discuss transit vehicle replacement which has been on an every two year schedule on an ongoing basis. Useful life of a transit vehicle is defined as 4 years or \$100,000 miles. He explained that the State Transit Assistance State of Good Repair Program is a new program because of the SB1 tax revenue. This funding is available for capital purchases only, so in our program it will go to the replacement of transit vehicles, and certain actions are necessary in order to obtain access to the funds.

Commission Action: Commissioner Huebner moved to adopt the resolution approving and authorizing the execution of Certifications and Assurances for the State Transit Assistance State of Good Repair Program; seconded by Commissioner Marin. Motion was carried unanimously by roll call.

Commission Action: Commissioner Schlefstein moved to adopt a resolution in the matter of authorization to submit a project list to the State of California State Transit Assistance State of Good Repair Program for funding toward the purchase of two transit vehicles; seconded by Commissioner Moore. Motion was carried unanimously by roll call.

Commission Action: Commissioner Schlefstein moved to adopt a Governing Body Resolution identifying agents authorized to act on behalf of the Sierra County Transportation Commission with regard to the State Transit Assistance State of Good Repair Program; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.

10. OVERALL WORK PROGRAM

Mr. Davey reported on the status of the Overall Work Program (OWP) budget for the current fiscal year stating that we are at mid-year and have progressed well on efforts so far. A report will be submitted to Caltrans soon outlining expenses and activities to date.

11. AUDIT REPORTS

Mr. Davey presented the Transit Audit Report for the year ended June 30, 2017, as well as the Sierra County Transportation Commission Audit Report for the year ended June 30, 2017. He discussed one finding based on the method used for reporting contributions from the transit vans. Since the transit providers handle those contributions, and the neither the SCTC nor County handle those funds, after discussions with the Auditors it wasn't a finding to be concerned with.

Commission Action: Commission Action: Commissioner Huebner moved to accept the audit reports as presented; seconded by Commissioner Schlefstein. Motion was carried by unanimously by roll call.

12. REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

Mr. Davey reported that the updated RTIP document was submitted, removing the 2 Smithneck projects and did not add additional programming at this time. Currently the only programmed funding in the STIP is the Planning, Programming and Monitoring. It has been accepted by the California Transportation Commission.

13. TRANSPORTATION ISSUES AND PROJECT STATUS REPORTS

Bridge Projects Update: Mr. Davey reported that the environmental is cleared on the Lakes Basin projects and that Plumbago had some historical considerations to address which had to do with mine tailings, however it has been cleared. There is a significant issue with clearing right of way on the Salmon Lake Road bridge project. The property owner is not amicable to putting a detour across his land. It is possible that the Packer Lake project will be delayed if we try to keep both Packer and Salmon on the same time track.

Updates on County and City Projects: Mr. Davey reported on the status of the speed feedback signs for Loyalton. County staff met with Mayor Rogers to mark the two locations. As soon as the locations are dialed in engineered plans will be prepared for the encroachment permit applications to Caltrans. As soon as the encroachment permit is received the signs will be installed. They should be installed and operable by Spring.

A discussion ensued about the potential use of PPM or STIP funding for a drainage project that involves Railroad Avenue. Staff was directed to investigate whether SCTC funding can be used to produce a Project Study Report for such a project.

Commissioner Marin reported that the Beckwith Street Sewer Improvement is pushed out until next year because Farr West is backed up with projects.

Also discussed was the nature of the State Route 49 signs for motorcycles. Commissioner Schlefstein would like to see signs at every dangerous curve. Staff was directed to contact Caltrans and confirm exactly what their project is proposing.

14. SCHEDULE NEXT MEETING

The next meeting is scheduled for Wednesday, March 21, 2018, 10:00 a.m. in Sierraville.

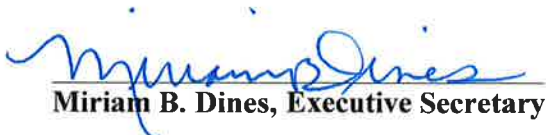
13. ADJOURNMENT

Chairman Moore adjourned the meeting at 10:49 a.m.



**Paul Roen , Chairman
Sierra County Transportation Commission**

ATTEST:



Miriam B. Dines, Executive Secretary

DISTRIBUTED Payments to County Transportation Funds from the 1/4% Local Sales and Use Tax

Prior Year	Year-to-date	Yr. to Yr. % chg	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Fiscal Year	prior yr period
SIERRA	62,980.08	96%	\$ 4,300.00	\$ 5,700.00	\$ 5,452.34	\$ 5,000.00	\$ 6,600.00	\$ 5,457.35	\$ 5,000.00	\$ 6,700.00	\$ 2,705.97	\$ 3,100.00	\$ 4,200.00	\$ 6,239.43	FY2008	\$ 60,455.09
SIERRA	60,455.09	81%	\$ 4,100.00	\$ 5,400.00	\$ 4,859.47	\$ 4,700.00	\$ 6,300.00	\$ 3,949.54	\$ 4,400.00	\$ 4,800.00	\$ 1,185.82	\$ 3,200.00	\$ 3,400.00	\$ 2,484.85	FY2009	\$ 48,779.68
SIERRA	48,779.68	89%	\$ 3,200.00	\$ 3,800.00	\$ 7,116.94	\$ 3,600.00	\$ 4,800.00	\$ 3,275.71	\$ 3,000.00	\$ 4,000.00	\$ 704.53	\$ 2,400.00	\$ 3,500.00	\$ 3,915.44	FY2010	\$ 43,262.62
SIERRA	43,262.62	105%	\$ 3,700.00	\$ 4,300.00	\$ 6,235.97	\$ 3,300.00	\$ 4,400.00	\$ 3,363.90	\$ 2,300.00	\$ 3,100.00	\$ 5,060.05	\$ 2,300.00	\$ 3,400.00	\$ 3,707.88	FY2011	\$ 45,613.80
SIERRA	45,613.80	83%	\$ 3,700.00	\$ 4,300.00	\$ -	\$ 468.79	\$ 4,400.00	\$ 5,882.25	\$ 3,200.00	\$ 4,200.00	\$ 2,147.38	\$ 2,100.00	\$ 2,800.00	\$ 3,343.16	FY2012	\$ 38,041.59
SIERRA	38,041.59	173%	\$ 2,300.00	\$ 3,000.00	\$ 18,176.59	\$ 3,900.00	\$ 5,200.00	\$ 9,808.80	\$ 3,000.00	\$ 4,000.00	\$ 4,383.86	\$ 2,300.00	\$ 3,000.00	\$ 6,854.17	FY2013	\$ 65,923.42
SIERRA	65,923.42	60%	\$ 3,000.00	\$ 4,400.00	\$ -	\$ 1,768.11	\$ 7,700.00	\$ -	\$ 1,794.80	\$ 4,600.00	\$ 1,222.41	\$ 2,300.00	\$ 3,100.00	\$ 2,934.84	FY2014	\$ 39,521.16
SIERRA	39,521.16	132%	\$ 3,000.00	\$ 4,000.00	\$ 10,434.51	\$ 4,000.00	\$ 5,400.00	\$ 5,375.80	\$ 3,000.00	\$ 4,000.00	\$ 2,971.71	\$ 2,100.00	\$ 2,800.00	\$ 5,074.99	FY2015	\$ 52,157.01
SIERRA	52,157.01	86%	\$ 4,600.00	\$ 6,200.00	\$ -	\$ 4,437.06	\$ 6,000.00	\$ 503.20	\$ 3,100.00	\$ 4,100.00	\$ 6,116.56	\$ 2,100.00	\$ 2,800.00	\$ 5,136.08	FY2016	\$ 45,082.90
SIERRA	45,082.90	118%	\$ 3,000.00	\$ 4,000.00	\$ 4,447.47	\$ 3,500.00	\$ 4,600.00	\$ 10,630.35	\$ 3,900.00	\$ 5,200.00	\$ 4,898.30	\$ 3,900.00	\$ 5,200.00	\$ -	FY2017	\$ 53,276.12
SIERRA	53,276.12	57%	\$ 2,823.66	\$ 4,100.00	\$ 7,005.70	\$ 5,000.00	\$ 6,700.00	\$ 4,536.13							FY2018	\$ 30,165.49

DISTRIBUTED Payments to County Transportation Funds from STA

	1st QTR	2nd QTR	3rd QTR	4th QTR
STA 13FY	\$ 3,952.00	\$ 4,482.00	\$ 4,385.00	\$ 4,758.00
STA 14FY	\$ 3,948.00	\$ 4,188.00	\$ 4,367.00	\$ 4,613.00
STA 15FY	\$ 3,406.00	\$ 3,962.00	\$ 4,142.00	\$ 3,955.00
STA 16FY	\$ 2,916.00	\$ 3,104.00	\$ 3,049.00	\$ 2,835.00
STA 17FY	\$ 2,277.00	\$ 2,633.00	\$ 3,009.00	\$ 3,059.00
STA 18FY	\$ 3,017.00			\$ 3,017.00

STA Allocation 12-13 estimate received 1/26/2012
 STA Allocation 13-14 estimate received 1/25/2013
 STA Allocation 14-15 estimate received 1/29/2014
 STA Allocation 15-16 estimate received 1/30/2015
 STA Allocation 16-17 estimate received 2/17/2016
 STA Allocation 17-18 estimate received 1/30/2017

\$ 18,199.00	STA Allocation 12-13 estimate received 8/01/2012	\$ 19,600.00
\$ 16,395.00	STA Allocation 13-14 estimate received 8/01/2013	\$ 16,417.00
\$ 15,556.00	STA Allocation 14-15 estimate received 8/12/2014	\$ 15,030.00
\$ 15,622.00		
\$ 13,034.00	STA Allocation 16-17 estimate received 11/18/2016	\$ 10,877.00
\$ 11,966.00	STA Allocations 17-18 estimate 11/3/2017	\$ 19,023.00

Actual Estimate

Starting Balance 7/1/2018 from 01/12/2018 fund review BRD /LRW
 STA \$ 55,958.00 \$ 72,364.00 2nd 3rd 4th qtr interest STA \$ 400.00
 LTF \$ 34,456.00 \$ 57,104.30 2nd 3rd 4th qtr interest LTF \$ (450.00)
 Est add. LTF Revenue 1FY \$ 23,086.30

Projected Revenue For 2019 FY

STA	\$ 13,000.00
LTF	\$ 50,000.00
5311	\$ 48,000.00
Total Revenue	\$ 111,000.00
Operations costs	\$ 108,000.00
SCTC Costs	\$ 3,000.00
A87 costs	\$ 5,000.00
Audit	\$ 7,400.00
Total Costs 2017 FY	\$ 123,400.00
Deficit	\$ 12,400.00

FUND ESTIMATE FOR 2018 FY

State Transit Assistance	\$ 85,364.00	Capital Only
Local Transportation Fund	\$ 107,104.30	
Federal Transit Operation Assistance	\$ 48,000.00	
Total Operation Funds	\$ 155,104.30	
Requested funding	\$ 123,400.00	
Estimated Carryover	\$ 31,704.30	

Transit Costs 2018 FY	\$ 108,000.00
Operations	\$ 108,000.00
5311	\$ 48,000.00
LTF	\$ 60,000.00
STA	\$ -

Allocations not transferred
 LTF STA

Transit Cost 2018 FY	\$ 54,000.00
Incorporated Seniors	\$ 54,000.00
Golden Rays	\$ 108,000.00
44% Total	\$ 54,000.00
56% Allocation Insl.	\$ 60,000.00
LTF 2.3	\$ 60,000.00
STA	\$ -

Payments	Ck
7/3/2017 Golden Rays	114970 \$ 12,250.00
7/3/2017 Inc Seniors	114973 \$ 12,250.00
9/29/2017 Golden Rays	115806
9/29/2017 Inc Seniors	115807
12/29/2017 Golden Rays	116671
12/29/2017 Inc Seniors	116672
Golden Rays	
Inc Seniors	
	\$ 81,000.00