

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

COMMISSIONERS

*SHARON DRYDEN
LILA HEUER
PAUL ROEN – VICE CHAIR
TERRY LEBLANC - COUNTY ALTERNATE*

*PAUL CUETO - CHAIR
DORIE GAYNER
JERRY GEROW
DARLENE RIEDE*

**WEDNESDAY
JULY 19, 2023
10:00 A.M.**

**305 SOUTH LINCOLN
SIERRAVILLE, CA**

MINUTES

Call to Order and Roll Call

The meeting was called to order at 10:06 by Chair Cueto

Roll Call

Commissioners Present: Dryden, Heuer, LeBlanc, Gayner, Riede and Cueto
Commissioners Absent: Roen and Gerow
A Quorum was established.

Also in attendance: David J. Dosanjh, Caltrans District 3 – Regional Planner Liaison; Dawson Stroud, Caltrans District 3 – Transportation Planner, Regional Liaison; Sandra Loving, President, Golden Rays Senior Citizens, Inc. (Remote); Bryan Davey, Executive Director and Suzanne Smith, Executive Secretary; One (1) member of the public

Pledge of Allegiance

Led by Commissioner Dryden

Approval of Agenda

Commission Action: Commissioner Gayner moved to approve the agenda; seconded by Commissioner Riede. Motion was carried unanimously by roll call vote.

Approval of Minutes

Ms. Smith stated she made minor corrections to the submitted minutes pertaining to grammar.

Commission Action: Commissioner Dryden moved to approve the minutes of May 17, 2023 as corrected; seconded by Commissioner LeBlanc. Motion was carried unanimously by roll call vote.

Announcements

Mr. Davey announced a Transportation Planner III has accepted an offer of employment with the Sierra County Public Works & Transportation Department to begin July 25, 2023.

Public Comment Opportunity

No Public comment was given.

Transit Issues

A fund estimate spreadsheet was distributed showing the ongoing tabulations of the Local Transportation Fund (LTF), State Transit Assistance (STA) and State of Good Repair (SGR). Mr. Davey pointed out the final balance for the ¼% sales tax allocation is \$85,147.63. This amount is up 120% from last year's final balance of \$70,828. Mr. Davey also pointed out there are three (3) disbursements totaling \$32,606 to the STA fund and three (3) disbursements totaling \$4,277.52 to the SGR fund. As of 2/14/23 the STA/SGR fund balance is \$99,748.07 and the LTF fund balance is \$59,505.08.

Both transit contracts have been renewed with the two (2) transit providers for the FY23/24. Sierra County Agreement 2023-051, Golden Rays Senior Citizens, Inc. and Sierra County Agreement 2023-052, Incorporated Seniors Citizens of Sierra County.

The 5339 Grant funding has been approved by Caltrans which will go towards the funding for the purchase of the two (2) new transit vans, this funding allocation agreement has not been received from Caltrans as of yet. Once the agreement is received the vans may be purchased. Commissioner Dryden posed the question to Caltrans Liaisons, Mr. Dosanjh and Mr. Stroud the possibility of an expedited process for the funding allocation agreement due to the poor condition of the transit vans are in and the hardship the transit providers are facing due to the lengthy funding process. Mr. Dosanjh clarified the funding does not come from his department however, he would inquire to the possibility of an expedited process.

Overall Work Program

The final FY 23/24 OWP has been submitted to Caltrans and approved with all certifications and the 4th quarter invoices have been prepared. Hiring a new Transportation Planner will help keep things on track.

The five-year update for the 2020 Regional Transportation Plan (RTP) is approaching. This is a 25-year plan which is updated every five (5) years. A request for proposal will be presented for approval at the next SCTC meeting.

Commissioner Gayner asked for a brief explanation to describe in general what the OWP consist of. Mr. Davey explained the primary focus of the SCTC in the OWP is to identify transportation needs and to propose solutions and assist in the selection of projects to create a balanced regional transportation system and that the work program also provides an administrated

part in the process. There are nine (9) Work Elements within the Overall Work Program. Mr. Davey explain that up until this year there were only eight (8) Work Elements until Caltrans asked SCTC to break out into more detail which resulted in an additional Work Element (WE). Mr. Davey went through each WE explaining each as follows:

WE 1 – Administration

This WE ensures all administrative responsibilities of the SCTC are met and that funds expended on planning projects will include the goals and objectives stated in the RTP.

WE 2 – Development and Monitoring of the OWP

This WE is basically the ongoing preparation of the draft and final OWP each year. Including submission of quarterly reports and final report of expenditures.

WE 3 – Transportation Studies, Project Development & Financing

This WE includes studies and funding overviews of STIP and FTIP projects as well as ongoing transportation system management and planning. The monitoring and project development activities of this WE are detailed in the subgroup Work Element 3.1.

WE 3.1 – Project Programming and Monitoring – PPM

This WE is a subgroup of WE 3 that is devoted to project development and monitoring of the State Transportation Improvement Plan (STIP).

WE 4 – Regional Transportation Plan – RTP (Prior WE3)

This WE develops a comprehensive regional transportation planning document which meets the need of each transportation system component in the region. The current 2020 RTP will be a task of this WE in the 23/24FY. The County will prepare and release a Request for Proposals (RFP) from qualified consultants for the preparation of the 2025 RTP. Following submittals, the County will select a consultant and enter a contract.

WE 5 – Regional Transportation Improvement Program – RTIP

This WE ensures all transportation projects are prioritized for current and future funding and programming. SCTC is currently working with the 2022 RTIP, which is consistent with the 2020 RTP. The 2024 RTIP will be developed in the Fall of 2023 and submitted to the CTC by December 15, 2023 as required by State Law.

WE 6 – Aviation

This WE will utilize RPA funds in the ground access planning for the Sierraville-Dearwater Airport. It is also addressed in the 2020 RTP as well as the County General Plan and will be utilized in the development of the 2025 RTP.

WE 7 – Transit Studies and TDA Transit Activities Coordination

This WE is the coordination of the transit planning. SCTC currently contracts for two van transportation transit programs which are operated by local non-profit senior citizen organizations to serve elderly and disabled population groups of Sierra County, as well as the general public.

SCTC annually conducts the “Unmet Transit Needs” identification process and monitors the activities of contiguous regions to review potential interregional mobility and access. This process defines the transit services that will be provided utilizing the FTA 5311 operations funds, Local Transportation Fund (LTF), the State Transit Assistance (STA) and State of Good Repair (SGR) funds available in a fiscal year. The Transportation Development Act controls most of these processes and is strictly adhered to in the development of the transit plans annually.

WE 8 – Intergovernmental Coordination and Public Outreach

This WE focuses on strengthening communication and coordination of public involvement efforts to serve all people and groups including the traditionally under-served and under-represented groups in the transportation planning process.

WE 9 – Caltrans Regional Planning Activities

This WE is the State Department of Transportation, Caltrans. Caltrans acts as a partner with SCTC which has numerous roles and responsibilities for planning, programming, constructing, operating, and maintaining the state’s transportation system.

Planning, Programming and Monitoring

A resolution approving an agreement for execution received from CALTRANS, covering funding for the State Transportation Improvement Program (STIP) Planning, Programming & Monitoring Program Fund Transfer Agreement, Agreement No. PPM24-6150(040).

This Fund Transfer Agreement releases \$21,000 for the PPM Program, the annual allocation of STIP funds for Planning, Programming & Monitoring.

Commission Action: Commissioner Dryden moved to adopt Resolution 2023-10 approving Agreement 2023-05; seconded by Commissioner Reide. Motion was carried unanimously by roll call vote.

CALTRANS Report and Other Transportation Discussion/Direction Items and Updates

Mr. Dosanjh reported there are no updates from Caltrans. Mr. Dosanjh stated he is transitioning the role as Regional Liaison to Mr. Stroud. Mr. Dosanjh confirmed he will check on the status of the 5339 Grant allocation agreement as requested by Commissioner Dryden.

Mr. Davey stated the Caltrans Annual Coordination meeting held May 23, 2023 was a good meeting.

Commissioner Heuer asked a question pertaining to the name of the road at the Sierra County line crossing the Middle Fork of the Yuba River into Nevada County. Mr. Davey clarified it is Sierra County Plumbago Road which ends at the bridge crossing which is the boundary line of Sierra County. As you continue over the bridge you cross into Nevada County. The Nevada County road becomes German Bar Road at that point. The bridge is believed to be a United States Forest Service bridge.

Schedule Next Meeting

The next meeting is scheduled for September 28, 2023 at Sierraville School.

Adjourn

Chair Cueto adjourned the meeting at 10:56 a.m.

A handwritten signature in blue ink, appearing to read 'P. Roen', with a long horizontal line extending to the right.

Paul Roen, Vice-Chair
Sierra County Transportation Commission

ATTEST:

A handwritten signature in blue ink, appearing to read 'Suzanne Smith', written in a cursive style.

Suzanne Smith, Executive Secretary