

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

COMMISSIONERS

APPOINTERD BY
SIERRA COUNTY

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

APPOINTED BY
THE COMMISSION

PAUL CUETO

APPOINTED BY
CITY OF LOYALTON

SUSAN MCILRAVY – CHAIR
NANCY ROGERS
JERRY GEROW
BILL MERTTON - ATERNATE

WEDNESDAY
MAY 14, 2025
10:00 A.M.

305 SOUTH LINCOLN
SIERRAVILLE, CA

MINUTES

1. Call to Order

This meeting was called to order at 10:01 a.m. by Chair McIlravy

Roll Call

Commissioner Present: Cueto, Gerow, Rogers, Heuer, Dryden, McIlravy

Commissioner Absent: Roen

A Quorum was established.

Staff Present: Bryan Davey, Executive Director; Kaylon Hall, Transportation Planner and Suzanne Smith, Executive Secretary

Also in Attendance: Dawson Stroud, Regional Liaison, Caltrans – District 3 (Remote); Sandra Loving, President, Golden Rays Senior Citizens of Sierra County, Inc.; Magdalene DeBerg, Executive Director, Incorporated Senior Citizens of Sierra County (Remote); Erik Toraason, Transportation Coordinator, Incorporated Senior Citizens of Sierra County; two members from the public.

2. Pledge of Allegiance: Led by Chair McIlravy

3. Approval of Agenda

Commission Action: Commissioner Cueto moved to approve the agenda; seconded by Commissioner Dryden; motion carried by consensus.

4. Approval of Minutes of March 19, 2025

Commission Action: Commissioner Cueto moved to approve the minutes of March 19, 2025; seconded by Commissioner Gerow; motion carried by consensus.

5. Announcements

No announcements were made.

6. Public Comment Opportunity

Public comment was given by Resident Russell Rosewood regarding the state of the roads in Calpine and surrounding areas.

7. Transit

Report of the Social Services Transportation Advisory Council:

Miss Hall reported that the Social Services Transportation Advisory Council (SSTAC) met April 9, 2025. No public comment was given. The two (2) definitions identifying *reasonable to meet* and *unmet transit needs* were concluded for recommendation to the Commission. Minutes from the meeting are available.

10:10 a.m. Public Hearing for identification of Unmet Transit Needs in Sierra County:

Chair McIlravy opened the Public Hearing at 10:12 a.m. Miss Hall read the two definitions recommended by SSTAC:

DEFINITION OF UNMET NEEDS

A lack of available transportation-related services supported by adequate and reasonable findings which restrict or prevent movement of people within Sierra County as identified in the Regional Transportation Plan. Due to Sierra County's geographical diversity, the cost of transit services are much higher than in an urban setting, insufficient funding and constrictive funding parameters are a need that has been identified as an unmet need. Priority should be given to persons with disabilities and the elderly (defined as age fifty-five and older) who do not have available transportation or transit, due to physical or financial reasons, and to levels of local services not presently provided or which are not provided at a desirable level.

REASONABLE TO MEET

- a) *Any transportation service that offers equitable access to all persons including the young, economically disadvantaged, elderly and persons with disabilities, that when evaluated against such criteria as equity, timing, feasibility, economy, community acceptance and cost effectiveness, that service can generate the required ten percent (10%) farebox recovery match.*

- b) *A transportation system, that when implemented, meets a ten percent (10%) farebox return and does not exceed a yearly total operating cost in transit funds of \$262,912.10. This amount is the total programmed by Sierra County Transportation Commission for operation of the transit services within Sierra County to be divided between the geographic areas of Sierra County - east and west.*

No public comment was given.

Chair McIlravy closed the Public Hearing at 10:19 a.m.

Resolution establishing the definition of those transit needs that are reasonable to meet during FY 25/26:

Commission Action: Commissioner Dryden moved to adopt Resolution 2025-06 as amended establishing the definition of those transit needs that are reasonable to meet during FY 25/26; seconded by Commissioner Cueto. Motion carried unanimously by roll call vote.

Resolution authorizing the purchase of one (1) transit vehicle:

The purchase of a new transit vehicle for Golden Rays Senior Citizens of Sierra County, Inc. for the amount of \$89,000.00 utilizing \$73,717.06 from the insurance settlement of the stolen/recovered vehicle and \$15,282.94 from the STA fund. A short discussion ensued.

Commission Action: Commissioner Dryden moved to adopt Resolution 2025-08 authorizing the purchase of one (1) transit vehicle; seconded by Commissioner Cueto. Motion carried unanimously by roll call vote.

Report on status of Transit Fund and Transit Services within Sierra County:

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). Miss Hall reported that with the third quarter payments received the LTF which is the 1/4% Local Sales and Use Tax year to date balance is \$71,313.55, the STA year to date balance is \$25,608.00.00 and the SGR year to date balance is \$4,274.05. SB125 balance is \$480,716.00 and is funded through 2026. Although, additional SB125 funding has been funded through 2028 Sierra County has not received official notification regarding additional funding. SB125 is for transit funding only. Covid 19 Grants; America Rescue Plan balance is \$50,000.00; these funds are to be expended by 2028. Both transit providers received fourth quarter payments; Golden Rays Senior Citizens of Sierra County, Inc. in the amount of \$42,918.82, Incorporated Senior Citizens of Sierra County in the amount of \$69,388.95. The fourth quarter payments will be reconciled with

the providers fourth quarter expense reports. Any unused funding will not carry over to fiscal year 25/26.

Golden Rays Senior Citizens of Sierra County, Inc. has hired a Transportation Coordinator and are looking at hiring another driver. Incorporated Senior Citizens of Sierra County is making sure to maximize their ridership, trips and funding.

Resolution approving FY 25/26 Transit Operation Budget:

FY 25/26 Transit Operation Budget is \$262,912.10. The SCTC is the Transportation Planning Agency for Sierra County in distributing transit funds. Transit funds will be distributed quarterly to the transit providers and will be reconciled with the transit providers quarterly expense reports. SB125 funding has provided additional transit funding. Both transit providers have submitted budgets for FY 25/26.

FY 25/26 Transit Operation Budget

5311	\$ 62,400.00		
American Rescue Funds	\$ 50,000.00		
SB125	\$150,512.10		
LTF	\$.00		
Farebox	\$ 28,389.90	Golden Rays	\$119,139.00
AB2766	<u>\$ 5,763.00</u>	ISCSC	<u>\$177,926.00</u>
Total	\$297,065.00		\$297,065.00

Golden Rays Senior Citizens of Sierra County, Inc.

Total operating expenses:	\$119,139.00
Less 10% Farebox match:	<u>\$ 11,913.90</u>
County Subsidy:	\$107,225.10

Incorporated Senior Citizens of Sierra County

Total operating expenses:	\$177,926.00
Less 10% Farebox match:	\$ 16,476.00
Less AB2766 Grant Fund:	<u>\$ 5,763.00</u>
County Subsidy:	\$155,687.00

Commission Action: Commissioner Dryden moved to adopt Resolution 2025-07 approving FY 25/26 Transit Operation Budget; seconded by Commissioner Cueto. Motion carried unanimously by roll call vote.

8. Overall Work Program

Report on the status of the Overall Work Program budget for the current fiscal year:

A Work Elements (WE) budget/expense summary sheet was distributed showing allocations and expenditures for each WE; calculating the percentage of the balances left in each fund as follows:

	<u>BUDGET</u>	<u>EXPENSED</u>	<u>% LEFT</u>
WE1-Administration	\$ 17,000	\$ 16,000	6%
WE2-Development OWP	\$ 15,000	\$ 10,322	31%
WE3-Project Development	\$ 21,000	\$ 5,112	76%
WE3.1-PPM	\$ 28,000	\$ 0	100%
WE4-RTP	\$ 61,965	\$ 35,430	43%
WE5-RTIP	\$ 1,000	\$ 0	100%
WE6-Aviation	\$ 1,500	\$ 361	76%
WE7-TDA	\$ 481,699	\$ 383,157	20%
WE8-Public Outreach	<u>\$ 33,000</u>	<u>\$ 6,547</u>	<u>80%</u>
TOTAL	\$ 660,164	\$ 456,929	31%

Resolution approving a budget amendment to the FY 24/25 Overall Work Program:

Two transit vehicles were allocated in FY 23/24; one vehicle was purchased. The second vehicle is now available to purchase. An amendment to FY 24/25 is needed to allocate the second vehicle purchase in FY 24/25 budget.

Commission Motion: Commissioner Dryden moved to adopt Resolution 2025-09 approving a budget amendment to FY 24/25 Overall Work Program; seconded by Commissioner Heuer. Motion carried unanimously by roll call vote.

Resolution approving FY 25/26 Overall Work Program and approving OWP Agreement (OWPA) as well as Certifications and Assurances:

FY 25/26 Overall Work Program (OWP) was submitted to Caltrans; Caltrans provided a FY 25/26 Draft OWP Comment Matrix. Caltrans comments were addressed and the draft resubmitted. Caltrans commends the SCTC for providing an OWP that captures the agency’s transportation planning activities and coordination efforts with the region.

The Overall Work Program Agreement (OWPA) gets approved by the Department of Transportation (Caltrans), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). In accordance with Federal Law and applicable regulations, as a condition to the receipt of OWP funding the Transportation Commission is required to execute certain Certifications and Assurances for fiscal year 25/26.

Fiscal year 25/26 budget allocation comprises funds from Rural Planning Assistance (RPA); \$171,000, Local Transportation Fund (LTF); \$260,000, 5311 Grant Fund; \$48,000, State Transit Assistance (STA); \$195,000 and Planning, Programming and Monitoring (PPM); \$28,000 totaling **\$702,000**.

Work Elements (WE) are allocated as follows:

WE1-Administration	\$ 22,000
WE2-Development OWP	\$ 21,000
WE3-Project Development	\$ 32,000
WE3.1-PPM	\$ 28,000
WE4-RTP	\$ 16,000
WE5-RTIP	\$ 15,000
WE6-Aviation	\$ 10,000
WE7-TDA	\$ 503,000
WE8-Public Outreach	<u>\$ 55,000</u>
TOTAL	\$ 702,000

A short discussion ensued.

Commission Action: Commissioner Dryden moved to adopt Resolution 2025-10 approving FY 25/26 Overall Work Program and approving OWP Agreement (OWPA) as well as Certifications and Assurances; seconded by Commissioner Heuer. Motion carried unanimously by roll call vote.

Resolution approving FY 25/26 SCTC Administrative Budget:

FY 25/26 OWP budget summary:

REVENUE

TRANSIT FUNDS

Local Transportation Fund	\$256,000
5311	\$ 48,000
Covid – American Rescue	\$ 50,000
STA	\$267,507

RPA & PPM FUNDS

Overall Work Program Agreement	\$171,000
Carryover Regional Planning Assistance	\$ 10,000
Planning, Programming & Monitoring FY 25/26	\$ 28,000
Prior Year Planning, Programming & Monitoring	<u>\$ 28,000</u>
TOTAL SCTC BUDGET	\$858,507

EXPENSES

Rural Planning Assistance	\$171,000
Local Transportation Fund	\$260,000
5311 Grant Fund	\$ 48,000
State Transit Assistance	\$195,000
Planning, Programming & Monitoring	<u>\$ 28,000</u>
TOTAL EXPENSES	\$702,000

Commission Action: Commissioner Heuer moved to adopt Resolution 2025-11 approving FY 25/26 SCTC Administrative Budget; seconded by Commissioner Gerow. Motion carried unanimously by roll call vote.

9. Regional Transportation Planning Agency

Resolution approving agreement for Federal Apportionment Exchange Program Funding, California Department of Transportation, Regional Transportation Planning Agency agreement X25-6150(043):

This agreement is an annual means whereby the Sierra County Transportation is authorized to utilize its Regional Surface Transportation Program (RSTP) funds for projects on local streets and roads. Typically these funds are utilized for radar speed signs throughout the County.

Commission Action: Commissioner Cueto moved to adopt Resolution 2025-12 approving agreement for Federal Apportionment Exchange Program Funding, California Department of Transportation, Regional Transportation Planning Agency agreement X25-6150(043); seconded by Commissioner Heuer. Motion carried unanimously by roll call vote.

10. Planning, Programming and Monitoring

Agreement for professional services between MGE Engineering, Inc. and the Sierra County Transportation Commission for consulting services related to Planning, Programming & Monitoring for FY 25/26 in an amount not to exceed \$25,000:

This is an annual agreement for consulting services related to Planning, Programming & Monitoring. Scope of services and duties include development of preliminary project information, assistance with Regional Transportation Improvement Program (RTIP), preparation of Project Study Reports (PSR), assistance with matters related to programming and funding request to the California Transportation Commission (CTC), Caltrans and other state/federal agencies. A short discussion ensued.

Commission Action: Commissioner Dryden moved to approve Agreement 2025-05 for professional services between MGE Engineering, Inc. and the Sierra County Transportation Commission for consulting services related to Planning, Programming & Monitoring for FY 25/26 in an amount not to exceed \$25,000; seconded by Commissioner Cueto. Motion carried unanimously by roll call vote.

11. Audits

Report on the status of the FY 23/24 ISCSC financial audit:

ISCSC reported that the Audit is expected to be completed within the next couple of days and confirmed that FY 24/25 audit will be done in a timely manner. ISCSC Executive Director DeBerg thanked the Commission for their patience.

12. Local Roadway Safety Plan

Resolution approving the Sierra County Local Roadway Safety Plan:

Miss Hall, who developed this plan explained that Sierra County is proud to present its Local Roadway Safety Plan (LRSP), a comprehensive framework designed to identify, analyze and prioritize roadway safety improvements across the County's roads. This plan highlights the most significant systemic collision trends, based on the most current data available and proposes targeted countermeasures within the four key safety disciplines; Engineering, Enforcement, Education and Emergency Services known as the "4 E's". A crucial component of this plan is the ongoing collaboration with leadership representative from each discipline, including the Sierra County Sheriff's Office, to ensure effective implementation of safety strategies.

The data presented in this report is from 2023 and earlier reflecting the most recent available information due to standard collision reporting and processing prepared in compliance with state and federal guidelines. This LRSP ensures the County's eligibility for the Highway Safety Improvement Program (HSIP), securing funding for essential roadway improvements. A discussion ensued.

Commission Action: Commissioner Cueto moved to adopt Resolution 2025-13 approving the Sierra County Local Roadway Safety Plan; seconded by Commissioner Heuer. Motion carried unanimously by roll call vote.

13. Regional Transportation Plan

Amendment to Agreement 2024-03 between Green DOT Transportation Solutions and the Sierra County Transportation Commission for services required to update the 2025 Regional Transportation Plan:

The 2025 Regional Transportation Plan (RTP) is currently being updated by Green Dot Transportation Solutions. The work to date has exceeded the contract amount. To complete the project an amendment is necessary to increase the maximum contract amount \$25,000. The maximum amount payable under this amendment shall not exceed \$65,000. All other terms and conditions of the agreement to remain the same. Commissioner Dryden questioned why increase the maximum contract amount that is based upon a proposal to complete a project. Mr. Davey explained that the update became a bigger endeavor than originally projected when the agreement was negotiated. A lengthy discussion ensued.

Commission Action: Commissioner Dryden moved to approve amendment to Agreement 2024-03 between Green DOT Transportation Solutions and the Sierra County Transportation Commission for services required to update the 2025

Regional Transportation Plan; seconded by Commissioner Heuer. Motion carried unanimously by roll call vote.

14. CALTRANS Report

Mr. Dawson reported that the Caltrans Annual Coordination meeting was held May 13, 2025. There was an action item from that meeting regarding a street light pole that snapped off during a recent windstorm in the City of Loyalton. Caltrans maintenance team further investigate the street light pole; identified some issues and are working on a plan of action. State Route 89 Broadband project manager will be reaching out to Mr. Davey to give an update.

15. Project Updates

Plumbago Road Bridge Replacement over Kanaka Creek: This project is in the final stage; construction. A Notice to Proceed was issued and work has begun. A Request for Proposal (RFP) was issued 5/2/25 seeking a qualified biologist/restoration ecologist consultant to provide Habitat Mitigation & Monitoring services after construction of the project is complete.

Kentucky Mine Trestle Repair: A Notice to Proceed was issued and work has begun. The original project cost increased with a budget deficit of roughly \$120K. The Sierra County Historical Society held an aggressive fund raiser the first week of November 2024 and received over \$120,000 in donations from the community.

Smithneck Road Rehabilitation: This project is progressing well through the PS&E phase by R.E.Y. Engineers, Inc.

16. Other Transportation Issues

Informational speed zone justification report from the Department of Transportation, District 3 pertaining to Loyalton speed zones:

The Department of Transportation (Caltrans) recently conducted an Engineering and Traffic Survey (E&TS) on State Route 49, in and around Loyalton from the 0.35 miles south of Hill Street to 0.14 miles north of Smithneck Road. There were three speed zone justifications completed for this section of road.

1. Post Marker (PM) 60.00 to PM 60.55/Loyalton Transition Zone: This 0.55 mile long 25-45 mph speed zone traverses mostly agricultural and residential areas. The highway is two-lane conventional in flat valley terrain. The E&TS reports the 85th percentile speeds were; Northbound 32-59 mph (range), Southbound 36-59 mph (range). Based on this information and Caltrans engineering judgement, this segment will be a non-radar transition zone. No order will be issued to ensure the location is not identified as a speed trap, a condition prohibited under the California Vehicle Code section 40802.

2. PM 60.55 to PM 61.00/Loyalton Shorten 25 MPH Zone: This 0.45 mile long 25 mph speed zone traverses mostly commercial and residential areas. The highway is two-lane conventional in flat valley terrain. The E&TS reports the 85th percentile speeds were; Northbound 26-27 mph (range), Southbound 23-28 mph (range). Based on this information and Caltrans engineering judgement the 25 mph speed limit zone will be shortened.
3. PM 61.00 to PM 61.40/Loyalton Transition Zone: This 0.4 mile long 45 mph speed zone traverses mostly agricultural areas. The highway is two-lane conventional in flat valley terrain. The E&TS reports the 85th percentile speeds were; Northbound 51 mph, Southbound 45 mph. Based on this information and Caltrans engineering judgement, this segment will be a non-radar transition zone. No order will be issued to ensure the location is not identified as a speed trap, a condition prohibited under the California Vehicle Code section 40802. A lengthy discussion ensued.

Update regarding the final order for speed zones and proposed speed management improvements for Sierra City:

On April 30th Caltrans transmitted the Final speed zone orders delivered to CHP for Sierra City, there were no changes made to the new proposed speed zones after the public hearing was conducted on this matter. Caltrans did conduct a field review on 4/24/25 and has proposed several speed counter measures to help mitigate speeds in Sierra City. A lengthy discussion ensued.

17. Schedule Next Meeting

The next meeting is scheduled July 23, 2025 at the Sierraville School.

18. Adjourn

Chair McIlravy adjourned the meeting at 12:24 p.m.


Susan McIlravy, Chair
Sierra County Transportation Commission

ATTEST:


Suzanne Smith, Executive Secretary