

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

COMMISSIONERS

APPOINTEE 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 MERTON - ALTERNATE

WEDNESDAY  
SEPTEMBER 24, 2025  
10:00 A.M.

305 SOUTH LINCOLN  
SIERRAVILLE, CA

MINUTES

1. Call to Order

This meeting was called to order at 10:06 a.m. by Chair McIlravy

Roll Call

**Commissioners Present:** Roen, Gerow, Heuer, Dryden, McIlravy

**Commissioners Absent:** Cueto, Rogers

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; Magdalene DeBerg, Executive Director, Incorporated Senior Citizens of Sierra County (Remote); Eric Toraason, Transportation Coordinator, Incorporated Senior Citizens of Sierra County

2. Pledge of Allegiance

Led by Chair McIlravy

3. Approval of Agenda

**Commission Action:** Commissioner Roen moved to approve the agenda; seconded by Commissioner Gerow; motion carried by consensus.

4. Approval of Minutes

**Commission Action:** Commissioner Roen moved to approve the minutes of July 23, 2025; seconded by Commissioner Gerow; motion carried by consensus.

5. Announcements

No announcements were made.

**6. Public Comment Opportunity**

No public comment was given.

**7. Regional Transportation Plan**

**10:05 a.m. Continued Public Hearing:** Final review of the 2025 Sierra County Regional Transportation Plan and proposed Initial Study and Negative Declaration for the final 2025 RTP:

The Public Hearing was opened by Chair McIlravy at 10:08 a.m. Miss Hall inquired if there were any questions or concerns regarding the final draft. Hearing none, Miss Hall confirmed that the 2025 Sierra County Regional Transportation Plan has been completed and approved by Caltrans. Chair McIlravy adjourned the Public Hearing at 10:10 a.m.

Resolution adopting the 2025 Sierra County Regional Transportation Plan, including adoption of the Initial Study and Negative Declaration:

**Commission Action:** Commissioner Dryden moved to adopt Resolution 2025-14 adopting the 2025 Sierra County Regional Transportation Plan, including adoption of the Initial Study and Negative Declaration; seconded by Commissioner Heuer; motion carried unanimously by roll call vote.

**8. Transit**

Discussion and report on the status of the Transit Fund and Transit Services within Sierra County:

A fund estimate spreadsheet was distributed showing the ongoing tabulations of the Local Transportation Fund (LTF) 1/4% sales tax, the State Transit Assistance (STA), the State of Good Repair (SGR), 5311 Grant, SB125 and the American Rescue Plan (ARP). Miss Hall reported the following balances:

<u>Account Balances</u>		<u>FY 25-26 monthly/quarterly payment</u>
LTF	\$ 141,172.07	\$ 14,856.61/monthly
STA	\$ 163,533.75	\$ 33,604.00/quarterly
SGR	\$ 9,819.05	\$ 5,722.05/quarterly
5311	\$ 48,000.00	
ARP - Covid	\$ 50,000.00	
SB125	\$ 306,426.85	(\$468,157.00 Cycle II – not yet received)

Mr. Davey noted that SB125 Cycle II is the final phase of SB125 funding, marking the conclusion of the program.

Miss Hall reported that no payments have been issued to the transit providers for the current fiscal year. First quarter reports are due October 31, at which time providers may request additional funding. Going forward, transit providers must demonstrate that at least 60% of previously allocated funds have been expended to qualify for further payments. Both transit providers confirmed they are operating successfully. A short discussion followed.

Resolution declaring one (1) transit vehicle as surplus and authorizing the Executive Director to evaluate the vehicle for appropriate transfer, sale or disposal:

Miss Hall reported that the 2018 Dodge Braun, License # 1581947, VIN 2C7WDGBG9JR362887 has reached its useful life for transit purposes. She also inquired with the Sierra-Plumas Joint Unified School District (SPJUSD) Superintendent to determine whether there was interest in the vehicle; however, no response has been received to date. Mr. Davey clarified that the resolution being presented authorizes the Executive Director to evaluate the vehicle for appropriate transfer, sale, or disposal. A short discussion followed.

**Commission Action:** Commissioner Dryden moved to adopt Resolution 2025-15 declaring one (1) transit vehicle as surplus and authorizing the Executive Director to evaluate the vehicle for appropriate transfer, sale or disposal; seconded by Commissioner Heuer; motion carried unanimously by roll call vote.

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

Miss Hall explained that the purchase price of the transit vehicle referenced in the resolution is incorrect. The correct price is \$157,162.72. Noting that the purchase was discussed at the last SCTC meeting. Mr. Davey clarified that the number of passengers is limited to a certain number before a 'passenger endorsement' is required. A short discussion followed.

**Commission Action:** Commissioner Dryden motioned to adopt Resolution 2025-16 as amended, authorizing the purchase of one (1) transit vehicle; seconded by Commissioner Roen; motion carried unanimously by roll call vote.

**9. Overall Work Program**

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

An Overall Work Program (OWP) FY 25/26 spreadsheet was distributed showing funding allocations for each Work Element (WE). Miss Hall noted that, as the first quarter is still in progress, no expenses have been entered on the spreadsheet. She reported the following balances:

<u>Work Element</u>	<u>Description</u>	<u>Balance</u>
WE1	Administration	\$ 22,000
WE2	Development and Monitoring of the OWP	\$ 21,000
WE3	Project Development	\$ 32,000
WE3.1	Project Development PPM	\$ 28,000
WE4	Regional Transportation Plan	\$ 16,000
WE5	Regional Transportation Improvement Program	\$ 15,000
WE6	Aviation	\$ 10,000
WE7	Transportation Studies	\$ 503,000
WE8	Intergovernmental Review and Public Outreach	\$ 55,000

Miss Hall briefly reported that the Regional Transportation Improvement Program (RTIP) is due December 15. She has a meeting next week with a Caltrans representative to discuss the process. Mr. Davey explained that the RTIP is a program of highway, local road, transit and active transportation projects that a region plans to fund with State and Federal revenue programmed by the California Transportation Commission (CTC) in the State Transportation Improvement Program (STIP). A lengthy discussion followed regarding the Smithneck Road Rehabilitation Project.

**10. Planning, Programming and Monitoring**

Resolution approving agreement for STIP Planning, Programming and Monitoring Program Fund Transfer Agreement for FY 25/26:

The State Transportation Improvement Program (STIP) is a critical planning document that outlines the allocation of state transportation funds for improvements in highways, intercity rail and regional transit systems, while Planning, Programming and Monitoring (PPM) ensures effective implementation and compliance.

Ms. Smith identified an error in the resolution number.

**Commission Action:** Commissioner Roen motioned to adopt Resolution 2025-17 as amended, approving agreement for STIP Planning, Programming and Monitoring Program Fund Transfer Agreement 2025-07 for FY 25/26; seconded by Commissioner Dryden; motion carried unanimously by roll call vote.

### 11. CALTRANS Report

Mr. Stroud noted that the programmed project for State Route 89 is still some time away and asked if there were any other concerns. Commissioner Heuer requested that Caltrans schedule stop sign markings at the intersection of State Route 89 and State Route 49 and also requested an update on the Caltrans traffic safety mitigating measures that are being implemented in Sierra City and Sierraville. Mr. Davey reported that Caltrans will be installing the new speed signs next week. Mr. Davey read a letter (attached) received from Jennifer Key, Chief, Traffic Safety Branch, about the Loyalton speed survey.

#### Project Updates

Plumbago Road Bridge over Kanaka Creek Replacement Project: Construction began in May and is now well underway.

Nevada Street Bridge Rehabilitation Project: Caltrans attended a site meeting, and the project continues to make progress.

Smithneck Road Rehabilitation Project: A meeting with Caltrans is scheduled for September 30th to discuss the additional work suggested by NEPA.

### 12. Other Transportation Issues

No other transportation issues were reported.

### 13. Correspondence

Email from Caltrans, Mary Bokova, Chief of the Office of Safety Programs and District 3 Safe Systems Lead, regarding traffic speed zones safety improvements discussed during the July 21, 2025 field review in Loyalton.

Chair McIlravy, who joined the Caltrans field review, went over Chief Bokova's email and identified the following improvements discussed:

1. Install a crosswalk by the church at PM 61.558 (Traffic Safety will coordinate with the Highway Operations team to evaluate this location for a crosswalk warrant)

2. Reduce lanes to 11' throughout town
3. Upgrade striping to 6" throughout town
4. Install 3 sets of transverse rumble strips at each approach to town
5. Install deer crossing warning signs, where appropriate. (Traffic Safety reviewed the collision history, and no deer collisions have been reported in the last 5 years)
6. Install a solar flashing beacon at the school crossing sign at PM 60.5

**14. Schedule Next Meeting**

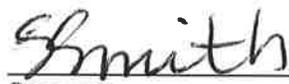
The next meeting is scheduled for November 19, 2025, at the Sierraville School.

**15. Adjourn**

Chair McIlravy adjourned the meeting at 10:57 a.m.

  
Susan McIlravy, Chair  
Sierra County Transportation Commission

**ATTEST:**

  
Suzanne Smith, Executive Secretary