

JAN ARBUCKLE – Grass Valley City Council
 ANDREW BURTON – Member-At-Large, Vice Chair
 CAROLYN WALLACE DEE – Town of Truckee
 ANN GUERRA – Member-At-Large, Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors
 DUANE STRAWSER – Nevada City City Council



DANIEL LANDON, Executive Director
 MICHAEL WOODMAN, Deputy Executive Director

Grass Valley • Nevada City

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MINUTES OF NCTC MEETING May 15, 2019

A regular teleconference meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, May 15, 2019 in the Nevada County Board of Supervisors Chambers, 950 Maidu Avenue, Nevada City, California. Notice of the meeting was posted 72 hours in advance. The meeting was scheduled for 9:30 a.m.

Members Present: Jan Arbuckle*, Andrew Burton, Carolyn Wallace Dee, Ann Guerra, Susan Hoek, Ed Scofield

Members Absent: Duane Strawser

Staff Present: Mike Woodman, Deputy Executive Director; Dale Sayles, Administrative Services Officer; Carol Lynn, Administrative Assistant

Standing Orders: Chair Guerra convened the Nevada County Transportation Commission meeting at 9:33 a.m.

Pledge of Allegiance

PUBLIC COMMENT:

Karen Karnes, Nevada City resident, commented on the planned construction on Highway 20 between Nevada City and I-80. She said the turnouts are not well signed there and slower drivers are not using them. She said she is impressed by the signage and turnouts on Highway 20 near Fort Bragg that are more effective and better maintained, and said in our area it was a matter of better signage on the turnouts and educating drivers. She said she spoke with Caltrans Public Information Officer Raquel Borraro who told her they will focus on this issue.

CONSENT ITEMS

Commissioner Scofield requested to pull Agenda Item #8, Update to the NCTC Policies and Procedures Manual, from the Consent Items. Agenda Item #8 was excluded from the Consent Items.

1. Financial Reports. February 2019 and March 2019. *Approved.*
2. NCTC Minutes. March 20, 2019 NCTC Meeting Minutes. *Approved.*
3. Revised Findings of Apportionment for FY 2019/20. *Adopted Resolution 19-09 approving the Revised Findings of Apportionment for FY 2019/20.*

4. Regional Surface Transportation Program (RSTP) Bid Targets for FY 2018/19. *Approved the Bid Target Table as a basis for allocation from the RSTP Fund for FY 2018/19.*
5. Rescind Balance of Regional Surface Transportation Program (RSTP) Allocation to City of Grass Valley for the East Main Street/Murphy Street Intersection Project. *Adopted Resolution 19-10 rescinding the balance of the \$29,023.30 remaining from the RSTP funds allocated in Resolution 18-12.*
6. Allocation Request from County of Nevada for Regional Surface Transportation Program Funds for FY 2019/20 and Rescission of Funds from FY 2017/18 and FY 2018/19 Projects. *Adopted Resolution 19-11.*
7. Amendment 1 to the Subrecipient Agreement between County of Nevada and Nevada County Transportation Commission. *Adopted Resolution 19-12 for Local Agency Participation in the development of a countywide Local Road Safety Plan during FY 2018/19.*
8. Update to the NCTC Policies and Procedures Manual. *Agenda Item tabled.*
9. Amendment 2 to the Professional Services Agreement with Fehr & Peers to develop the Senate Bill 743 Vehicle Miles Traveled (VMT) Methodology and Threshold Recommendations. *Adopted Resolution 19-14.*
10. Triennial Performance Audits for Fiscal Years 2015/16 - 2017/18. *Adopted Resolution 19-15 accepting the Triennial Performance Audits for FY 2015/16 – 2017/18 as complete.*
11. FFY 2018 and 2019 Highway Infrastructure Program (HIP) Apportionment Bid Targets. *Approved the Bid Target table as a basis for allocation of HIP funds.*

Chair Guerra called for a motion to approve the Consent Items with the exclusion of Agenda Item #8, which was requested to be pulled by Commissioner Scofield. Commissioner Scofield made a motion to approve. Commissioner Arbuckle seconded the motion. The motion passed unanimously with Aye votes from Commissioners Arbuckle, Burton, Dee, Guerra, Hoek, and Scofield. (Commissioner Strawser was absent.)

Chair Guerra called for a discussion on Agenda Item #8, Update to the NCTC Policies and Procedures Manual. Commissioner Scofield mentioned that this item deals with the update of the Policies and Procedures in relation to the distribution of funds in accordance with the policy adopted at the March 20, 2019 NCTC meeting, corresponding to the outcomes of the Transit Funding Equity Study. Commissioner Scofield stated that there appears to be a significant shift in transit funding, particularly in relation to State Transit Assistance (STA). He indicated that he was not sure that County staff have had a chance to analyze if there would be any long-term impact and how it might affect regional transit programs and projects, such as the North San Juan Route that was approved by the Transit Services Commission this morning. Commissioner Scofield requested to delay this vote to the next meeting to allow for a thorough review of the policy and any potential impacts to the western Nevada County transit system.

Deputy Executive Director Mike Woodman stated that at the last meeting the Commission approved the policies that resulted from the Transit Funding Equity Study and this action requested would be to amend the corresponding processes and guidelines into NCTC's Policies and Procedures Manual. Mr. Woodman indicated that the Transit Funding Equity Study identified that there is an equity issue in relation to the apportionment of the Local Transportation Funding (LTF). LTF funding comes from a quarter cent of the statewide sales tax generated within Nevada County, which gets returned and then gets apportioned by population per state statute. When it gets apportioned by population as compared to an actual return to source of the revenue generated there is an equity issue that is created.

To address this issue the Transit Funding Equity Study proposed that an estimated target distribution of the STA 99313 funds, which are under the discretion of NCTC, be calculated by starting with a base amount based on percentage of population and then to make an adjustment annually to address the LTF return to source equity issue. However, it should be noted that the STA preliminary apportionment amounts are only provided as a bid target to the transit operators and the Commission has the ability to allocate above or below the recommended amounts for either operator.

Mr. Woodman mentioned that one positive aspect of the policy is that it implements an LTF spend down policy that promotes the utilization of LTF funding, as the primary funding source for transit under the Transportation Development Act, prior to requesting STA 99313 funds. The Transit Funding Equity Study identified that both transit operators had relatively large amounts of LTF balances that should be utilized for the provision of transit services.

The adopted policy identifies that when a request is made for STA, the funding of existing services and capital replacements is the first priority and then the expansion of regional transit services is the second priority. He added that with the passage of Senate Bill 1, the Road Repair and Accountability Act of 2017, State Transit Assistance program funding amounts should continue to increase going forward and he does not anticipate any short-term or long-term impacts to either operator under the adopted policy. Additionally, NCTC staff will facilitate an annual claim review meeting with both transit operators to discuss the proposed use of STA funds and ensure that there is coordination in regards to any requests for expansion of regional transit services. A few key things that will be taken into consideration are the long-term sustainability, projected operating performance data, and also to ensure that what one agency is proposing is not to the detriment of what another agency is planning.

Commissioner Dee asked if County staff were involved in the discussions of the policy recommendations. Mr. Woodman confirmed that County staff participated in the Project Advisory Committee for the study. Public Works Director Trisha Tillotson asked for more time to further evaluate the impact of the funding distribution policy. Commissioner Hoek commented she would also appreciate having more time to evaluate the impacts of the policy. Commissioner Arbuckle agreed this is an important issue and it can be difficult to amend policies after they are in place. Chair Guerra commented this was a very thoughtful process that may help devote funds to the system. Mr. Woodman said in the future if the Commission was to determine that policy was not working as intended it would not be difficult to modify the previously approved policy at a future point in time, but the policy that was put in place will encourage the utilization of transit funding, and from a staff perspective, he sees no risk to the transit systems in the short or long-term. Commissioner Burton requested the issue be placed on the agenda for the next meeting for further presentation and discussion.

Commissioner Scofield made a motion to table Agenda Item #8 for the next scheduled meeting. Commissioner Hoek seconded the motion. The motion passed with Aye votes from Commissioners Arbuckle, Burton, Guerra, Hoek, and Scofield, and a No vote from Commissioner Dee. (Commissioner Strawser was absent.)

INFORMATIONAL ITEMS

12. Executive Director's Report

Deputy Executive Director Woodman reported on the North State Super Region and California Transportation Commission Town Hall meetings he and Executive Director Landon attended in April. Topics under discussion at the North State Super Region meeting included Senate Bill 152, which proposed changes to the Active Transportation Program. They also heard presentations on the State Transportation Improvement Program, and the Caltrans Statewide Rail Network Vision, which included discussion on passenger rail to the Reno/Truckee area. Mr. Woodman noted that he was appointed chair of the North State Super Region and will serve a 2-year term.

At the California Transportation Commission Town Hall meeting, Mr. Landon and Mr. Woodman made a presentation on the SR 49 Corridor Improvement Project and the Nevada City SR 49 Multimodal Corridor Project, both of which were well-received.

On April 27, Mr. Landon participated in the Roamin Angels Car Club and Kiwanis Car Club's Survive the Drive Teen Driving Clinic. Over forty teen drivers were given classroom training and driving course instruction in several different scenarios such as wet pavement or controlling a skid. Mr. Landon manned a station on the course with presentation boards describing the Nevada County Local Road Safety Plan, and quizzed attendees on the top collision types and collision factors. The clubs would like to have Mr. Landon present again next year.

13. Project Status Reports

A. Caltrans Project Report

Deputy Executive Director Woodman welcomed new Caltrans District 3 Project Manager Sam Vandell. Mr. Vandell addressed the public comment regarding the turnouts on Highway 20, saying Caltrans has multiple safety projects in that section of Highway 20, and is currently evaluating the signage and turnout design in that area. Commissioner Burton commented he would like to see the signage larger and more emphatic. Mr. Vandell replied some of Caltrans planned projects will improve the operational function of that area. Mr. Vandell reviewed the May Caltrans Project Status Report.

- *SR 20 – Smartsville - Safety – Shoulder widening and curve improvements* – This safety project is just west of the county line in Yuba County. Construction has begun and is expected to be completed by November 2020.
- *SR 20 – Rumble Strips - Safety – Install shoulder or centerline rumble strips* – A large portion of this safety project is on Highway 20 between Conservation Road and I-80 and is expected to go

to construction Summer 2019.

- *SR 20 – Turnouts – Operational Improvements - Route 20 and Route 193 at various locations –* This project gives slow moving vehicles an opportunity to move out of the way. It is in the early stages of environmental studies and preliminary design, target for completion is October 2021.
- *SR 20 – Omega Curve Correction - Safety – Curve improvement, widen shoulders, add turnout –* These projects are east of Nevada City on Highway 20. White Cloud and Lowell Hill are areas with sharper curves that have a history of accidents. Safety improvements include correcting tight curves and widening the road. Omega Turnout will allow large trucks to pull over and vehicles to pass. Construction was delayed due to snow and is expected to begin Summer 2022.
- *SR 20 – Special Ops – Operational improvements – widen for left-turn pockets and roadway turnouts –* This project will add left-turn pockets and turnouts at Conservation Road and Washington Road, and will start construction in Fall 2021.
- *SR 20 – Gold Nugget - Repair pavement, drainage, sign panels, ADA facilities, and roadside planting and irrigation. Install new storm water improvement, Maintenance Vehicle Pullouts (MVPs), and shoulder widening –* Much of this project is along the Golden Center Freeway from Route 20/49 to Rim Rock Lane, improving asphalt, drainage, electrical, and shoulder widening. The schedule is to be set soon.
- *SR 49 – Electrical Upgrades - Safety - Install flashing beacons at Alta Sierra Drive intersection, upgrade lighting at Brewer Road intersection, and install radar speed feedback signs at various locations –* These safety projects, initiated from the Highway 49 safety meetings, are in progress. The bid they received was too high to award so they will make some adjustments, such as using solar power, and will request bids again. Construction is expected to begin Summer 2019.
- *SR 49 – Placer County Line to Route 20 – Culvert Rehabilitation (North and South) –* These preventative maintenance projects will help prevent washouts on the road. The North project will start construction Summer 2019, the South project is targeted to begin December 2021.
- *SR 49 – Nev-49 Corridor Improvement Project - La Barr Meadows Road to McKnight Way – Widen SR 49 to a four-lane highway with a continuous median/left-turn lane and 8-foot shoulders –* This STIP – RIP (NCTC) project will widen the highway to four lanes, and add frontage roads and intersection control. Caltrans is doing traffic studies for the environmental document and greenhouse gas emissions guidelines. Mr. Woodman commented on some concerning new CEQA guidelines involving Vehicle Miles Traveled and the interim guidance process. Mr. Vandell said they plan to have a public meeting to present alternatives for comment.
- *SR 49 – Nev-49 Corridor Improvement Project (SHOPP) - La Barr Meadows Road to McKnight Way – Widen shoulders, construct two-way left-turn lane, southbound right-turn lane, and northbound truck climbing lane, install transportation management system elements, rehab pavement, and rehab culverts –* This project is expected to be programmed in the 2020 SHOPP cycle. They hope to receive the INFRA Grant funding, and along with the upcoming STIP cycle and a match from Caltrans, there is a good chance of funding the project. Mr. Woodman said if

the grant is unsuccessful, they will continue to pursue funding.

- *SR 49 – Wolf Road/Combie Road – Safety - Construct acceleration lanes* – This project will hopefully reduce collisions by giving drivers time to get up to speed when merging onto Highway 49. This project is expected to start construction by Spring 2020.
- *SR 49 – Round Valley Road – Safety - Construct two-way left-turn lane* – This project for better access to Quail Creek Drive and Round Valley Road will hopefully serve to reduce collisions in those areas. This project is expected to start construction by Spring 2020.
- *SR 49 – Safety Barrier – Safety - Construct concrete median barrier with roundabouts* – This project in Placer County will construct two roundabouts on SR 49 from 0.2 miles south of Lorensen Road to 0.4 miles north of Lone Star Road with a median barrier in between to reduce cross median collisions and slow traffic down. Caltrans held an Open House to get public input on design alternatives; there was mixed feedback from the attendees, some were in favor and some opposed the project.
- *I-80 – Near Truckee from east of Kingvale Undercrossing to 0.2 mile west of Union Mills Bridge – Remove metal beam guard rail and replace with concrete barrier* – This project is expected to start construction by Summer 2019.
- *I-80 – Truckee at the Donner Pass Inspection Facility and Floriston at the Floriston Sand and Salt Houses – Replace Sand House* - Construction is expected to be completed by December 2019.
- *In Glenn, Colusa and Nevada Counties at various locations. One location is at the Donner Safety Roadside Rest Area – In response to the Governor's order, this project proposes to install Zero Emission Vehicle charging stations at select Safety Roadside Rest Areas* – This project will connect charging stations between cities so electric vehicles can more easily travel between them. These high-speed charging stations are expected to charge a car in 30 minutes.
- *I-80 – Slope Stabilization – Roadway preservation at various locations – Stabilize cut slope, construct rockfall wire mesh drapery and rockfall barrier, reduce rockfall hazard, rockfall mitigation* – These preventative projects on I-80 near Truckee are expected to complete construction between 2020 and 2023.
- *SR 174 – at Brunswick Road – Install intersection lighting* – Light poles have been ordered, but PG&E is delayed in all areas and functions due to fires.
- *SR 174 - Safety Improvement from Maple Way to You Bet Road - Realign curves, widen shoulders, add a left-turn lane at Greenhorn Access Road, and improve the clear recovery zone* – The design team is moving forward with the revised design including steeper slopes and narrower right of way limits. Right of way negotiations continue with individual property owners (38 signed contracts so far out of 54 required). Construction of the project is scheduled for Spring 2020. Commissioner Scofield commented there is still opposition to this project.

- *SR 174 – Grass Valley from Park Street to Highway 20 – Upgrade ADA infrastructure including curb ramps, cross slopes, driveways, etc* – Caltrans is doing cultural studies and working with the City of Grass Valley to relinquish this section of highway (as well as Hansen and Tinloy Streets) to the city.
- *SR 174 – towards Colfax near Bear River – high friction surface treatment on curves* – This project is to prevent drivers from sliding off the road on tight curves. This strategy differs from the SR 174 Safety Improvement curve realignment project, which is in response to cases of vehicles leaving the roadway and striking a fixed object. Commissioner Burton commented that Commissioner Strawser had identified a potential issue with the application. Mr. Vandell replied he was aware of the issue of the ripples in the application that had been addressed at the last meeting.
- *SR 49, 89, 174 – Remove dead trees that have been killed by the bark beetle* – Caltrans will be identifying and removing trees this summer that have been damaged from the inside out due to the bark beetle and should be cut down before they fall. Botanists are helping to identify the dead trees.

ACTION ITEMS

14. Draft Active Transportation Plan (ATP) Presentation by Fehr & Peers

Rod Brown, Senior Transportation Planner with Fehr & Peers, presented a report on the Draft Active Transportation Plan. Mr. Brown said they gathered data on walking and biking within the county, including the recent pedestrian and bicycle plans developed for the county, as well as Truckee. They solicited public input through events at farmer's markets, and an online interactive map where people could submit comments and suggestions. Fehr & Peers developed draft networks that were presented in two public workshops, one in Grass Valley and one in Truckee, and also online. The Technical Advisory Committee was composed of representatives from each City and the County. The ATP used several criteria to identify disadvantaged communities, including median household income and school eligibility for free and reduced priced meals. Fehr & Peers developed plan networks for trails, bike lanes and bike routes, sidewalks, and intersection and crossing improvements. They prioritized projects through geographical analysis of proximity to local activities, collision history, disadvantaged communities, population density, public input, and input from local jurisdiction staff. Mr. Woodman commented that the recommended priorities do not preclude a local jurisdiction from advancing a project to a higher priority. Mr. Woodman said the Draft ATP will be presented to City Councils and Nevada County Board of Supervisors for review and comments. The comments received will be incorporated into the Final ATP, which will be presented to the Commission at the July NCTC meeting for adoption. There were no questions or comments.

**At this point Commissioner Arbuckle left the meeting.*

15. State Route 49 Corridor System Management Plan (CSMP) 2018 Update

Deputy Executive Director Woodman said GHD, the consultant for the CSMP update, worked closely with the SR 49 Stakeholder Committee in updating the plan. He said the committee was supportive of

the projects that were recommended for the SR 49 Corridor in the plan.

Commissioner Burton made a motion to adopt Resolution 19-16 accepting the SR 49 Corridor System Management Plan Update as complete. Commissioner Scofield seconded the motion. The motion passed unanimously with Aye votes from Commissioners Burton, Dee, Guerra, Hoek, and Scofield (Commissioners Arbuckle and Strawser were absent).

16. Legislation Status and Action

Deputy Executive Director Woodman highlighted staff concerns in relation to Senate Bill 152 that proposed modifications to the Active Transportation Program that would decrease the opportunities of small urban and rural agencies to compete for pedestrian and bicycle funding. Rural Counties Representatives of California, the North State Super Region, and rural RTPAs all oppose this legislation.

Commissioner Hoek made a motion to adopt Resolution 19-17 taking a formal position to oppose Senate Bill 152 (Beall) – Active Transportation Program Reform Act. Commissioner Dee seconded the motion. The motion passed unanimously with Aye votes from Commissioners Burton, Dee, Guerra, Hoek, and Scofield (Commissioners Arbuckle and Strawser were absent).

17. Congestion Mitigation and Air Quality (CMAQ) Improvement Program Loan Agreement

Deputy Executive Director Woodman said a Memorandum of Understanding was drafted between NCTC and the Sacramento Area Council of Governments (SACOG) to loan a portion of NCTC's CMAQ funding for projects SACOG has ready in this federal fiscal year, who would then return those funds to NCTC in the next federal fiscal year. This will prevent NCTC from losing any CMAQ funding this year in relation to a scheduled federal rescission of unobligated apportionments and will allow SACOG to advance some of their projects. The next federal fiscal year 2019/20 begins October 1, 2019.

Commissioner Scofield made a motion to adopt Resolution 19-18 authorizing the Executive Director to sign the Memorandum of Understanding with Sacramento Area Council of Governments. Commissioner Burton seconded the motion. The motion passed unanimously with Aye votes from Commissioners Burton, Dee, Guerra, Hoek, and Scofield (Commissioners Arbuckle and Strawser were absent).

18. Allocation Request from County of Nevada for Local Transportation Fund (LTF) Pedestrian and Bicycle Funding

Deputy Executive Director Woodman said this allocation request from Nevada County for pedestrian and bicycle funding is for the Combie Road widening project.

Commissioner Scofield made a motion to adopt Resolution 19-19 allocating Local Transportation Fund Pedestrian and Bicycle Funding to Nevada County. Commissioner Hoek seconded the motion. The motion passed unanimously with Aye votes from Commissioners Burton, Dee, Guerra, Hoek, and Scofield (Commissioners Arbuckle and Strawser were absent).

19. Final FY 2019/20 Overall Work Program

Deputy Executive Director Woodman said staff addressed the comments submitted by Caltrans on the Draft FY 2019/20 Overall Work Program (OWP), and submitted it to the local jurisdictions. Grass Valley City Council requested that NCTC seek funding to complete an update of the Grass Valley Pavement Management Plan, and NCTC plans to submit a grant application to Caltrans for that funding. The Town of Truckee requested that NCTC seek funding to acquire data to develop annual daily Vehicle Miles Traveled (VMT) estimates. NCTC received grant funding for that project, which has now been amended into the OWP. Nevada City City Council and Nevada County Board of Supervisors both approved the Draft OWP by resolution. Caltrans awarded two additional grants to NCTC, one for the Western Nevada County Transit Development Plan Update and one for the Nevada County Coordinated Public Transit – Human Services Plan Update, and both were incorporated into the Final FY 2019/20 OWP. In addition, the Final OWP budget was increased to allow the filling of the vacant Transportation Planner position. Mr. Woodman said staff feels it is in NCTC’s best interest to fill that position at this time.

Chair Guerra voiced her support of filling the Transportation Planner position. She said NCTC is the smallest Transportation Planning organization she is aware of and yet is extremely effective. She said being in a leadership position as chair of the North State Super Region, Mr. Woodman can have an impact on state policy. Mr. Woodman added there is funding in the OWP budget for the Transportation Planner position, and leaves an adequate fund and contingency balance.


Commissioner Burton made a motion to adopt Resolution 19-20 accepting the Final FY 2019/20 Overall Work Program. Commissioner Scofield seconded the motion. The motion passed unanimously with Aye votes from Commissioners Burton, Dee, Guerra, Hoek, and Scofield (Commissioners Arbuckle and Strawser were absent).

COMMISSION ANNOUNCEMENTS: There were no additional announcements.

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be July 17, 2019 at the Town of Truckee Council Chambers, Truckee Town Hall, 10183 Truckee Airport Road, Truckee, California, starting at 9:30 a.m.

ADJOURNMENT OF MEETING

Chair Guerra called for a motion to adjourn the meeting. Commissioner Scofield made a motion to adjourn. Commissioner Dee seconded the motion. The meeting was adjourned at 11:09 a.m.

Respectfully submitted by: 

Carol Lynn, Administrative Assistant

Approved on: _____

By: _____
Ann Guerra, Chair
Nevada County Transportation Commission