

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

Nevada County • Truckee

SPECIAL MEETING AGENDA

A special online meeting of the Nevada County Transportation Commission (NCTC) will be held exclusively via teleconference in light of COVID-19 restrictions on public gatherings.

The public is invited to participate in the Open Session of the meeting on **Wednesday, April 15, 2020 at 9:30 a.m.**, via the following:

This meeting is being held via Zoom and all attendees are muted by default.

To join the Zoom meeting on your computer or mobile device:

<https://zoom.us/j/98287155531?pwd=RXJKT1I2VUdtT1RuRnJVWWkyRW5EUT09>

Webinar ID: **982 8715 5531** Webinar Password: **4mYrLq**

To join the Zoom meeting by phone:

+1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592.

International numbers available: <https://zoom.us/u/azeoBHH6V>

Webinar ID: **982 8715 5531** Webinar Password: **912201**

PUBLIC COMMENT:

Written Comments: You are welcome to submit written comments to the Commission via email.

Please send your comments to nctc@nccn.net the day before the meeting date by **3:00 p.m.**

Please include the **meeting date and a brief title and/or agenda item number** in the subject line.

Oral Comments: Public Comment will be opened during the **Public Comment** time and for **each agenda item** in sequence. Please use the Zoom **“Raise Hand”** feature when the Chair announces the agenda item. The Chair may limit any individual to 3 minutes. Time to address the Commission will be allocated based on the number of requests received.

Phone attendees: **Press *9 to Raise Hand**

Meetings are conducted in accordance with the Ralph M. Brown Act, California Government Code Section 54950, *et seq.* and Executive Order N-29-20.

The Commission welcomes you to its meeting. Your opinions and suggestions are encouraged. In compliance with Section 202 of the Americans with Disabilities Act of 1990, and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting, including auxiliary aids or services, should contact the NCTC office at (530) 265-3202 at least 72 hours in advance of the meeting.

SPECIAL MEETING: 9:30 a.m.

STANDING ORDERS: Call the Meeting to Order, Pledge of Allegiance, Roll Call

CONSENT ITEMS: All matters listed are to be considered routine and noncontroversial by the Commission. There will be no separate discussion of these items unless, before the Commission votes on the motion to adopt, a Commissioner, a staff member, or an interested party requests that a specific item be removed. Adopt by roll call vote.

1. [Financial Reports:](#)

A. December 2019, January 2020 Local Transportation Funds.

- Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA) Fund.
- NCTC Administration/Planning Fund.
- Regional Transportation Mitigation Fee Program Fund.
- State Transit Assistance Fund.
- Regional Surface Transportation Program Fund.

2. [NCTC Minutes:](#) January 29, 2020 Meeting

Recommendation: Approve

3. [Revised Findings of Apportionment for FY 2019/20 and Preliminary Findings of Apportionment for FY 2020/21:](#) The Nevada County Auditor-Controller has sent the estimate of Local Transportation Fund (LTF) revenues for FY 2019/20 and has provided a preliminary estimate of LTF revenues for FY 2020/21. In accordance with state statutes, staff has apportioned the estimated revenues to the entities within the jurisdiction of NCTC.

Recommendation: Adopt Resolution **20-11** approving the Revised Findings of Apportionment for FY 2019/20, and Resolution **20-12** approving the Preliminary Findings of Apportionment for FY 2020/21.

4. [Revised Local Transportation Fund Allocation for the City of Grass Valley:](#) Revision for Local Transportation Fund shortfall per Auditor-Controller's Revised Findings of Apportionment for FY 2019/20 dated February 7, 2020.

Recommendation: Adopt Resolution **20-13**.

5. [Revised Local Transportation Fund Allocation for the City of Nevada City:](#) Revision for Local Transportation Fund shortfall per Auditor-Controller's Revised Findings of Apportionment for FY 2019/20 dated February 7, 2020.

Recommendation: Adopt Resolution **20-14**.

6. [State Transit Assistance Preliminary Apportionments for FY 2020/21](#): The attached table has been prepared by staff based on the State Controller's preliminary estimate of State Transit Assistance funds for FY 2020/21.

Recommendation: Approve the apportionment table as a basis for allocation from the State Transit Assistance Fund for FY 2020/21.

7. [Regional Transportation Mitigation Fee Inflation Adjustment](#): See staff report.

Recommendation: Adopt Resolution **20-15**.

8. [Approval of Low Carbon Transit Operations Program FY 2019/20 Funding Amounts](#). See staff report.

Recommendation: Approve FY 2019/20 funding amounts and authorize the Executive Director to sign letters approving the Town of Truckee's and Nevada County's Allocation Requests.

INFORMATIONAL ITEMS

9. [Executive Director's Report](#)

10. [Project Status Report](#):

A. [Caltrans Projects](#): Sam Vandell, Caltrans District 3 Project Manager for Nevada County.

B. [The Town of Truckee's Transit operations](#): See attached report prepared by Kelly Beede, Truckee Administrative Analyst II.

ACTION ITEMS

11. [Presentation: Bryce Consulting Compensation Survey](#): See staff report.

Recommendation: Adopt Resolution **20-16** by roll call vote.

12. [Revised Allocation Request from the Town of Truckee](#): Through adoption of Resolutions 2020-10 and 2020-11, Town of Truckee is requesting revised allocations of Local Transportation Fund and State Transit Assistance for transit/paratransit operations for FY 2019/20.

Recommendation: Adopt Resolution **20-17** by roll call vote.

13. [Draft FY 2020/21 Overall Work Program](#). See staff report.

Recommendation: Provide comments.

14. [Congestion Mitigation and Air Quality Improvement Program Adjustments](#): See staff report.

Recommendation: Adopt Resolution **20-18** by roll call vote.

15. [Revised Allocation Request from Nevada County](#): Through adoption of Resolution 19-263, the County of Nevada is requesting revised allocations of Local Transportation Fund and State Transit Assistance funds for transit/paratransit operations for FY 2019/20.

Recommendation: Adopt Resolution **20-19** by roll call vote.

COMMISSION ANNOUNCEMENTS: Pursuant to Government Code Section 54954.2, Commission members and the Executive Director may make a brief announcement or report on his or her activities. They may also provide a reference to staff or other resources for factual information, request staff to report back to the Commission at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda.

SCHEDULE FOR NEXT REGULAR MEETING: May 20, 2020, meeting details to be announced.

ADJOURNMENT OF MEETING

This special meeting agenda was posted 24 hours in advance of the meeting at the Nevada County Transportation Commission office, and on the Nevada County Transportation Commission website: <http://www.nctc.ca.gov>.

For further information, please contact staff at the Nevada County Transportation Commission, 101 Providence Mine Road, Suite 102, Nevada City, CA 95959; (530) 265-3202; email: nctc@nccn.net

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2020 MEETING SCHEDULE

JANUARY 29, 2020	<u>Grass Valley</u>
MARCH 18, 2020	<u>Nevada County</u>
APRIL 15, 2020 <i>Special Meeting</i>	<u>Online Webinar</u>
MAY 20, 2020	<u>Nevada County</u>
JULY 15, 2020	<u>Truckee</u>
SEPTEMBER 16, 2020	<u>Nevada County</u>
NOVEMBER 18, 2020	<u>Nevada County</u>

NCTC meetings are held at the following locations:

Nevada County Eric Rood Center
Board of Supervisors Chambers
950 Maidu Avenue - First Floor
Nevada City, CA

Grass Valley City Hall
Council Chambers
125 East Main Street
Grass Valley, CA

Truckee Town Hall
Town Council Chambers
10183 Truckee Airport Road
Truckee, CA

COMMONLY USED ACRONYMS
NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)

Updated 11-14-17

ADA	Americans with Disabilities Act	NADO	National Association of Development Organizations
ADT	Average Daily Trip	NCALUC	Nevada County Airport Land Use Commission
AIA	Airport Influence Area	NCBA	Nevada County Business Association
ALUC	Airport Land Use Commission	NCCA	Nevada County Contractors' Association
ALUCP	Airport Land Use Compatibility Plan	NCTC	Nevada County Transportation Commission
ATP	Active Transportation Program	NEPA	National Environmental Policy Act
CALCOG	California Association of Councils of Governments	NSAQMD	Northern Sierra Air Quality Management District
CalSTA	California State Transportation Agency	NSSR	North State Super Region
CAR	Concept Approval Report	O & D	Origin and Destination Study
CARB	California Air Resources Board	OWP	Overall Work Program
CCAA	California Clean Air Act	PA/ED	Project Approval and Environmental Documentation
CDBG	Community Development Block Grant	PCTPA	Placer County Transportation Planning Agency
CEQA	California Environmental Quality Act	PDT	Project Development Team
CIP	Capital Improvement Program	PE	Professional Engineer
CMAQ	Congestion Mitigation and Air Quality	PID	Project Initiation Document
CNEL	Community Noise Equivalent Level	PPM	Planning, Programming, and Monitoring
CSAC	California State Association of Counties	PS&E	Plans, Specifications, and Estimates
CSMP	Corridor System Management Plan	PSR	Project Study Report
CT	Caltrans	PTMISEA	Public Transportation Modernization Improvement & Service Enhancement Acct.
CTC	California Transportation Commission	PUC	Public Utilities Code
CTP	California Transportation Plan	RCRC	Rural County Representatives of California
CTS	Community Transit Services	RCTF	Rural Counties Task Force
CTSA	Consolidated Transportation Service Agency	RFP	Request For Proposal
DBE	Disadvantaged Business Enterprise	RIP	Regional Improvement Program
DPW	Department of Public Works	RPA	Rural Planning Assistance
EIR	Environmental Impact Report	RSTP	Regional Surface Transportation Program
EIS	Environmental Impact Statement (U.S. Federal law)	RTAP	Rural Transit Assistance Program
EPA	Environmental Protection Agency	RTIP	Regional Transportation Improvement Program
ERC	Economic Resource Council	RTMF	Regional Transportation Mitigation Fee
FAA	Federal Aviation Administration	RTP	Regional Transportation Plan
FFY	Federal Fiscal Year	RTPA	Regional Transportation Planning Agency
FHWA	Federal Highway Administration	RTTPC	Resort Triangle Transportation Planning Coalition
FONSI	Finding Of No Significant Impact	R/W	Right-of-Way
FSTIP	Federal Statewide Transportation Improvement Program	SACOG	Sacramento Area Council of Governments
FTA	Federal Transit Administration	SDA	Special Development Areas
FTIP	Federal Transportation Improvement Program	SHA	State Highway Account
GIS	Geographic Information Systems	SHOPP	State Highway Operations and Protection Program
HPP	High Priority Project (Mousehole)	SSTAC	Social Services Transportation Advisory Council
HSIP	Highway Safety Improvement Program	STA	State Transit Assistance
INFRA	Infrastructure for Rebuilding America	STIP	State Transportation Improvement Program
IRRS	Interregional Road System	STP	Surface Transportation Program
IIP	Interregional Improvement Program	TAC	Technical Advisory Committee
ITE	Institute of Transportation Engineers	TART	Tahoe Area Regional Transit
ITIP	Interregional Transportation Improvement Program	TDA	Transportation Development Act
ITMS	Intermodal Transportation Management System	TDM	Transportation Demand Management
ITS	Intelligent Transportation Systems	TDP	Transit Development Plan
ITSP	Interregional Transportation Strategic Plan	TIGER	Transportation Investments Generate Economic Recovery (Funds)
JPA	Joint Powers Agreement	TIP	Transportation Improvement Program
LAFCO	Local Agency Formation Commission	TNT/TMA	Truckee-North Tahoe Transportation Management Association
LCTOP	Low Carbon Transit Operations Program (Truckee)	TRPA	Tahoe Regional Planning Agency
LOS	Level Of Service	TSC	Transit Services Commission
LTF	Local Transportation Fund	TTALUC	Truckee Tahoe Airport Land Use Commission
MAP-21	Moving Ahead for Progress in the 21 st Century	VMT	Vehicle Miles Traveled
MOU	Memorandum of Understanding		
MPO	Metropolitan Planning Organization		
MTC	Metropolitan Transportation Commission		

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

DECEMBER

TOWN OF TRUCKEE (5805) LTF

16.62%

Cash Balance 12/01/19	\$355,771.07
Additions	\$41,039.77
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$396,810.84
 <u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$475,044.12
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$537,997.00</u>
AMOUNT TO BE ALLOCATED	\$1,013,041.12
 Total Amount of Approved Allocations	 <u>\$537,997.00</u>
BALANCE Available for Allocation	\$475,044.12

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-24	Transit/Paratransit Operations	\$537,997.00	\$268,998.50	\$268,998.50

**Nevada County Transportation Commission
 Monthly Financial Report FY 2019/20
 DECEMBER**

**PEDESTRIAN AND BIKE (5806) LTF
 2.00%**

Cash Balance 12/01/19	\$145,716.19
Additions	\$5,599.00
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$151,315.19

Budget and Allocations

Fund Balance 6/30/19	\$249,486.57
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$69,555.00</u>
AMOUNT TO BE ALLOCATED	\$319,041.57
Total Amount of Approved Allocations	<u>\$125,000.00</u>
BALANCE Available for Allocation	\$194,041.57

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/18/18 18-25	Grass Valley Wolf Creek Trail	\$125,000.00	\$125,000.00	\$0.00

**Nevada County Transportation Commission
 Monthly Financial Report FY 2019/20
 DECEMBER**

NEVADA COUNTY (5807) LTF
 67.32%

Cash Balance 12/01/19	\$3,568,444.99
Additions	\$172,516.99
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$3,740,961.98
 <u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$4,128,939.44
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$2,179,587.00</u>
AMOUNT TO BE ALLOCATED	\$6,308,526.44
 Total Amount of Approved Allocations	 <u>\$2,369,597.00</u>
BALANCE Available for Allocation	\$3,938,929.44

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-21	Transit/Paratransit Operations	\$2,369,597.00	\$1,184,798.50	\$1,184,798.50

**Nevada County Transportation Commission
 Monthly Financial Report FY 2019/20
 DECEMBER**

GRASS VALLEY (5808) LTF
 12.91%

Cash Balance 12/01/19	\$0.00
Additions	\$31,074.78
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$31,074.78
<u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$53,594.35
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$418,017.00</u>
AMOUNT TO BE ALLOCATED	\$471,611.35
Total Amount of Approved Allocations	<u>\$485,621.00</u>
BALANCE Available for Allocation	-\$14,009.65

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-22	Transit/Paratransit Operations	\$485,621.00	\$168,279.31	\$317,341.69

Nevada County Transportation Commission
Monthly Financial Report FY 2019/20
DECEMBER

NEVADA CITY (5809) LTF

3.16%

Cash Balance 12/01/19	\$0.00
Additions	\$7,597.73
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$7,597.73

Budget and Allocations

Fund Balance 6/30/19	\$13,325.75
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$102,204.00</u>
AMOUNT TO BE ALLOCATED	\$115,529.75

Total Amount of Approved Allocations	<u>\$118,995.00</u>
BALANCE Available for Allocation	-\$3,465.25

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-23	Transit/Paratransit Operations	\$118,995.00	\$41,366.04	\$77,628.96

**Nevada County Transportation Commission
 Monthly Financial Report FY 2019/20
 DECEMBER**

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 12/01/19	\$126,724.10
Additions	\$13,040.61
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$139,764.71

Budget and Allocations

Fund Balance 6/30/19	\$121,784.36
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$170,411.00</u>
AMOUNT TO BE ALLOCATED	\$292,195.36

Total Amount of Approved Allocations	<u>\$170,411.00</u>
BALANCE Available for Allocation	\$121,784.36

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-21	Nevada County Paratransit Operations	\$141,742.00	\$35,435.50	\$106,306.50
7/17/19 19-24	Truckee Paratransit Operations	\$28,669.00	\$7,167.25	\$21,501.75
	TOTAL	\$170,411.00	\$42,602.75	\$127,808.25

**Nevada County Transportation Commission
 Monthly Financial Report FY 2019/20
 DECEMBER**

**PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND
 SERVICE ENHANCEMENT PROGRAM - TRUCKEE (6318)**

Cash Balance 12/01/19	\$80,214.66
Additions	\$256.85
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$80,471.51
Amount Approved for Projects	\$66,927.34
Interest Accrued*	<u>\$13,544.17</u>
Total Available	\$80,471.51

DATE/RESO	PROJECT	AMOUNT AVAILABLE FOR THE PROJECT	TTD ACTIVITY	BALANCE
9/18/13 13-32	NextBus Technology	\$149,390.30	\$82,462.96	\$66,927.34

*In order for Truckee to utilize the interest earned, a project change request will have to be submitted to the state.

Nevada County Transportation Commission
Monthly Financial Report FY 2019/20

DECEMBER

NCTC Administration & Planning (6327)

Cash Balance 12/01/19	\$48,998.11
Additions	\$219,850.50
Deductions	<u>\$125,753.57</u>
Cash Balance 12/31/19	\$143,095.04

BUDGET: Estimated Revenue & Allocations

Fund Balance 6/30/19	\$137,906.00
Estimated Revenue	<u>\$1,287,947.03</u>
AVAILABLE FOR ALLOCATION	\$1,425,853.03
Total of Approved Allocations	<u>\$1,287,947.03</u>
BALANCE AVAILABLE FOR ALLOCATION	\$137,906.00

W.E.	DESCRIPTION	Allocation	YTD Activity	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$174,914.05	\$83,309.04	\$91,605.01	47.63%
	Indirect	\$34,068.38	\$12,118.60	\$21,949.78	35.57%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>TDA Admin.</u>				
	NCTC Staff	\$178,809.40	\$81,761.64	\$97,047.76	45.73%
	Indirect	\$34,827.09	\$11,735.33	\$23,091.76	33.70%
	Fiscal Audit	\$43,740.00	\$25,500.00	\$18,240.00	58.30%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$92,316.12	\$36,032.41	\$56,283.71	39.03%
	Indirect	\$21,165.07	\$4,647.16	\$16,517.91	21.96%
	Traffic Engineering	\$10,000.00	\$0.00	\$10,000.00	0.00%
	Local Agency	\$30,000.00	\$2,631.66	\$27,368.34	8.77%
	Traffic Counts	\$19,010.76	\$11,775.75	\$7,235.01	61.94%
2.1.2	<u>RTP Implementation VMT Thresholds</u>				
	NCTC Staff	\$1,970.36	\$1,567.30	\$403.06	79.54%
	Consultant	\$38,173.14	\$11,648.13	\$26,525.01	30.51%
2.1.4	<u>Truckee Big Data Daily VMT Analysis</u>				
	NCTC Staff	\$9,359.19	\$2,078.92	\$7,280.27	22.21%
	Consultant	\$36,942.00	\$0.00	\$36,942.00	0.00%
2.2	<u>Transportation Improvement Program</u>				
	NCTC Staff	\$56,613.53	\$23,556.46	\$33,057.07	41.61%
	Indirect	\$14,050.69	\$3,881.50	\$10,169.19	27.62%
2.2.2	<u>GV SR 174-20 Intersection Analysis</u>				
	NCTC Staff	\$7,762.79	\$4,716.90	\$3,045.89	60.76%
	Consultant	\$41,960.67	\$8,219.40	\$33,741.27	19.59%
2.2.3	<u>Nevada City SR 49 Multimodal Corridor Plan</u>				
	NCTC Staff	\$7,762.79	\$6,979.74	\$783.05	89.91%
	Consultant	\$25,347.47	\$20,172.25	\$5,175.22	79.58%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$42,643.61	\$15,259.06	\$27,384.55	35.78%
	Indirect	\$11,724.20	\$2,702.97	\$9,021.23	23.05%
2.3.1	<u>Western Nevada County Transit Development Plan</u>				
	NCTC Staff	\$10,415.88	\$4,681.25	\$5,734.63	44.94%
	Consultant	\$80,000.00	\$0.00	\$80,000.00	0.00%
2.3.2	<u>NevCo Coordinated Public Transit-Human Services Plan Update</u>				
	NCTC Staff	\$7,134.96	\$3,582.38	\$3,552.58	50.21%
	Consultant	\$50,000.00	\$0.00	\$50,000.00	0.00%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$75,585.78	\$35,484.85	\$40,100.93	46.95%
	Indirect	\$16,677.56	\$4,428.18	\$12,249.38	26.55%
	Rural Counties Task Force	\$2,000.00	\$1,000.00	\$1,000.00	50.00%
	Statewide Local Streets and Roads Needs Assessment	\$593.00	\$593.00	\$0.00	100.00%
2.4.2	<u>Airport Land Use Commission Planning & Reviews</u>				
	NCTC Staff	\$10,040.22	\$2,389.50	\$7,650.72	23.80%
	ALUC Reviews	\$15,000.00	\$414.03	\$14,585.97	2.76%
	Contingency	\$7,318.21	\$0.00	\$7,318.21	0.00%
	TOTAL ALL WORK ELEMENTS	\$1,287,947.03	\$422,867.41	\$865,079.62	32.83%

Note: Totals may not equal addition of amounts in columns due to rounding.

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

DECEMBER

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 12/01/19	\$848,301.65
Additions	\$2,391.65
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$850,693.30

**RTMF REVENUES, INTEREST, AND EXPENDITURES
2000/01 - 2019/20**

JURISDICTION	RTMF COLLECTED/ EXPENDED 2000/01 - 2018/19	RTMF COLLECTED/ EXPENDED 2019/20	TOTAL RTMF COLLECTED /EXPENDED
Grass Valley	\$2,193,140.06	\$452,393.35	\$2,645,533.41
Nevada City	\$125,645.00	\$0.00	\$125,645.00
Nevada County	\$3,909,593.43	\$349,824.79	\$4,259,418.22
Total	\$6,228,378.49	\$802,218.14	\$7,030,596.63
Interest	\$182,772.77	\$5,261.68	\$188,034.45
Expenditures	\$5,957,937.79	\$0.00	\$5,957,937.79
TOTAL	\$453,213.48	\$807,479.82	\$1,260,693.30

RTMF ALLOCATIONS

	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION AS OF 7/1/19	EXPENDED YTD	BALANCE
5/15/19 Reso 19-20	NCTC RTMF Administration	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
3/16/11 Reso 11-15 9/19/18 Reso 18-38	Grass Valley Dorsey Drive Interchange \$223,071.84 rescinded	\$4,386,462.84	\$1,260,261.54	\$3,126,201.30	\$0.00	\$3,126,201.30
7/19/17 Reso 17-28	Grass Valley Dorsey Drive Interchange	\$4,386,462.84	\$1,260,261.54	\$3,126,201.30	\$0.00	\$3,126,201.30
7/19/17 Reso 17-29	Grass Valley East Main Street/Bennett Street Intersection	\$1,500,000.00	\$1,026,057.28	\$473,942.72	\$0.00	\$473,942.72
TOTAL		\$5,891,462.84	\$2,286,318.82	\$3,605,144.02	\$0.00	\$3,605,144.02

**Nevada County Transportation Commission
 Monthly Financial Report FY 2019/20
 DECEMBER**

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 12/01/19	\$2,156,295.78
Additions	\$190,926.51
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$2,347,222.29
 <u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$2,143,242.02
Estimated STA Revenue	\$909,964.00
AMOUNT TO BE ALLOCATED	\$3,053,206.02
 Total Approved Allocations	 <u>\$193,047.00</u>
BALANCE Available for Allocation	\$2,860,159.02

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-21	Nevada County Transit/Paratransit Services	\$31,898.00	\$0.00	\$31,898.00
7/17/19 19-24	Truckee Transit/Paratransit Services	\$161,149.00	\$0.00	\$161,149.00
	TOTAL	\$193,047.00	\$0.00	\$193,047.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

DECEMBER

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 12/01/19	\$3,039,560.44
Additions	\$11,283.65
Deductions	<u>\$0.00</u>
Cash Balance 12/31/19	\$3,050,844.09
<u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$3,841,081.30
Estimated RSTP Revenue	<u>\$0.00</u>
AMOUNT TO BE ALLOCATED	\$3,841,081.30
Total Amount of Approved Allocations	<u>\$2,911,789.00</u>
BALANCE Available for Allocation	\$929,292.30

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	YTD ACTIVITY	BALANCE
3/21/18 18-12	GV 2018 Street Rehab \$260,227 reallocated to Wolf Creek Trail Reso 18-39	\$686,909.00	\$0.00	\$426,682.00	\$426,682.00	\$0.00
9/19/18 18-39	GV Wolf Creek Trail Phase 1	\$400,000.00	\$0.00	\$400,000.00	\$400,000.00	\$0.00
5/15/19 19-11	Nev Co 2019/20 Drainage & Shoulder Maintenance	\$152,484.00	\$0.00	\$152,484.00	\$0.00	\$152,484.00
5/15/19 19-11	Nev Co 2019/20 General Maintenance	\$1,189,449.00	\$0.00	\$1,189,449.00	\$0.00	\$1,189,449.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$0.00	\$160,000.00	\$0.00	\$160,000.00
5/15/19 19-11	Nev Co 2019/20 Combie Road Corridor Improvements	\$583,174.00	\$0.00	\$583,174.00	\$0.00	\$583,174.00
	TOTAL	\$3,172,016.00	\$0.00	\$2,911,789.00	\$826,682.00	\$2,085,107.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

TOWN OF TRUCKEE (5805) LTF

16.62%

Cash Balance 01/01/20	\$396,810.84
Additions	\$44,530.93
Deductions	<u>\$114,061.75</u>
Cash Balance 01/31/20	\$327,280.02
 <u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$475,044.12
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$537,997.00</u>
AMOUNT TO BE ALLOCATED	\$1,013,041.12
 Total Amount of Approved Allocations	 <u>\$537,997.00</u>
BALANCE Available for Allocation	\$475,044.12

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-24	Transit/Paratransit Operations	\$537,997.00	\$383,060.25	\$154,936.75

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

PEDESTRIAN AND BIKE (5806) LTF

2.00%

Cash Balance 01/01/20	\$151,315.19
Additions	\$5,757.22
Deductions	<u>\$0.00</u>
Cash Balance 01/31/20	\$157,072.41

Budget and Allocations

Fund Balance 6/30/19	\$249,486.57
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$69,555.00</u>
AMOUNT TO BE ALLOCATED	\$319,041.57

Total Amount of Approved Allocations	<u>\$125,000.00</u>
BALANCE Available for Allocation	\$194,041.57

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/18/18 18-25	Grass Valley Wolf Creek Trail	\$125,000.00	\$125,000.00	\$0.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

NEVADA COUNTY (5807) LTF

67.32%

Cash Balance 01/01/20	\$3,740,961.98
Additions	\$180,407.97
Deductions	<u>\$592,399.25</u>
Cash Balance 01/31/20	\$3,328,970.70
 <u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$4,128,939.44
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$2,179,587.00</u>
AMOUNT TO BE ALLOCATED	\$6,308,526.44
 Total Amount of Approved Allocations	 <u>\$2,369,597.00</u>
BALANCE Available for Allocation	\$3,938,929.44

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-21	Transit/Paratransit Operations	\$2,369,597.00	\$1,777,197.75	\$592,399.25

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

GRASS VALLEY (5808) LTF

12.91%

Cash Balance 01/01/20	\$31,074.78
Additions	\$34,599.94
Deductions	<u>\$31,074.78</u>
Cash Balance 01/31/20	\$34,599.94

Budget and Allocations

Fund Balance 6/30/19	\$53,594.35
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$418,017.00</u>
AMOUNT TO BE ALLOCATED	\$471,611.35

Total Amount of Approved Allocations	<u>\$471,611.35</u>
BALANCE Available for Allocation	\$0.00

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
1/29/20 20-01	Transit/Paratransit Operations	\$471,611.35	\$199,354.09	\$272,257.26

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

NEVADA CITY (5809) LTF

3.16%

Cash Balance 01/01/20	\$7,597.73
Additions	\$8,459.63
Deductions	<u>\$7,597.73</u>
Cash Balance 01/31/20	\$8,459.63

Budget and Allocations

Fund Balance 6/30/19	\$13,325.75
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$102,204.00</u>
AMOUNT TO BE ALLOCATED	\$115,529.75

Total Amount of Approved Allocations	<u>\$115,529.75</u>
BALANCE Available for Allocation	\$0.00

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
1/29/20 20-02	Transit/Paratransit Operations	\$115,529.75	\$48,963.77	\$66,565.98

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 01/01/20	\$139,764.71
Additions	\$14,105.18
Deductions	<u>\$127,808.25</u>
Cash Balance 01/31/20	\$26,061.64

Budget and Allocations

Fund Balance 6/30/19	\$121,784.36
Estimated LTF Revenue- Reso 19-09 Revised Findings 5/15/19	<u>\$170,411.00</u>
AMOUNT TO BE ALLOCATED	\$292,195.36

Total Amount of Approved Allocations	<u>\$170,411.00</u>
BALANCE Available for Allocation	\$121,784.36

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-21	Nevada County Paratransit Operations	\$141,742.00	\$141,742.00	\$0.00
7/17/19 19-24	Truckee Paratransit Operations	\$28,669.00	\$28,669.00	\$0.00
	TOTAL	\$170,411.00	\$170,411.00	\$0.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

**PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND
SERVICE ENHANCEMENT PROGRAM - TRUCKEE (6318)**

Cash Balance 01/01/20	\$80,471.51
Additions	\$0.00
Deductions	<u>\$0.00</u>
Cash Balance 01/31/20	\$80,471.51
Amount Approved for Projects	\$66,927.34
Interest Accrued*	<u>\$13,287.32</u>
Total Available	\$80,214.66

DATE/RESO	PROJECT	AMOUNT AVAILABLE FOR THE PROJECT	TTD ACTIVITY	BALANCE
9/18/13 13-32	NextBus Technology	\$149,390.30	\$82,462.96	\$66,927.34

*In order for Truckee to utilize the interest earned, a project change request will have to be submitted to the state.

Nevada County Transportation Commission
Monthly Financial Report FY 2019/20

JANUARY

NCTC Administration & Planning (6327)

Cash Balance 01/01/20	\$143,095.04
Additions	\$113,574.81
Deductions	<u>\$84,998.82</u>
Cash Balance 01/31/20	\$171,671.03

BUDGET: Estimated Revenue & Allocations

Fund Balance 6/30/19	\$137,906
Estimated Revenue	<u>\$1,342,447</u>
AVAILABLE FOR ALLOCATION	\$1,480,353
Total of Approved Allocations	<u>\$1,342,447</u>
BALANCE AVAILABLE FOR ALLOCATION	\$137,906

W.E.	DESCRIPTION	Allocation	YTD Activity	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$174,914.05	\$96,706.34	\$78,207.71	55.29%
	Indirect	\$34,068.38	\$16,323.40	\$17,744.98	47.91%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>TDA Admin.</u>				
	NCTC Staff	\$178,809.40	\$95,432.76	\$83,376.64	53.37%
	Indirect	\$34,827.09	\$15,848.92	\$18,978.17	45.51%
	Fiscal Audit	\$43,740.00	\$29,000.00	\$14,740.00	66.30%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$92,316.12	\$43,133.46	\$49,182.66	46.72%
	Indirect	\$21,165.07	\$6,798.35	\$14,366.72	32.12%
	Traffic Engineering	\$10,000.00	\$0.00	\$10,000.00	0.00%
	Local Agency	\$30,000.00	\$2,631.66	\$27,368.34	8.77%
	Traffic Counts	\$19,010.76	\$11,775.75	\$7,235.01	61.94%
2.1.2	<u>RTP Implementation VMT Thresholds</u>				
	NCTC Staff	\$1,970.36	\$1,647.27	\$323.09	83.60%
	Consultant	\$38,173.14	\$11,648.13	\$26,525.01	30.51%
2.1.4	<u>Truckee Big Data Daily VMT Analysis</u>				
	NCTC Staff	\$9,359.19	\$2,398.80	\$6,960.39	25.63%
	Consultant	\$36,942.00	\$0.00	\$36,942.00	0.00%
2.1.5	<u>Regional Traffic Model Update</u>				
	NCTC Staff	\$5,020.11	\$0.00	\$5,020.11	\$0.00
	Consultant	\$70,000.00	\$0.00	\$70,000.00	\$0.00
2.2	<u>Transportation Improvement Program</u>				
	NCTC Staff	\$56,613.53	\$27,812.72	\$28,800.81	49.13%
	Indirect	\$14,050.69	\$5,507.21	\$8,543.48	39.20%
2.2.2	<u>GV SR 174-20 Intersection Analysis</u>				
	NCTC Staff	\$7,762.79	\$6,978.10	\$784.69	89.89%
	Consultant	\$61,960.67	\$20,314.10	\$41,646.57	32.79%
2.2.3	<u>Nevada City SR 49 Multimodal Corridor Plan</u>				
	NCTC Staff	\$7,762.79	\$7,139.68	\$623.11	91.97%
	Consultant	\$59,847.47	\$20,172.25	\$39,675.22	33.71%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$42,643.61	\$19,196.12	\$23,447.49	45.02%
	Indirect	\$11,724.20	\$4,173.05	\$7,551.15	35.59%
2.3.1	<u>Western Nevada County Transit Development Plan</u>				
	NCTC Staff	\$10,415.88	\$5,480.95	\$4,934.93	52.62%
	Consultant	\$80,000.00	\$0.00	\$80,000.00	0.00%
2.3.2	<u>NevCo Coordinated Public Transit-Human Services Plan Update</u>				
	NCTC Staff	\$7,134.96	\$4,222.14	\$2,912.82	59.18%
	Consultant	\$50,000.00	\$0.00	\$50,000.00	0.00%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$75,585.78	\$42,038.36	\$33,547.42	55.62%
	Indirect	\$16,677.56	\$6,238.53	\$10,439.03	37.41%
	Rural Counties Task Force	\$2,000.00	\$2,000.00	\$0.00	100.00%
	Statewide Local Streets and Roads Needs Assessment	\$593.00	\$593.00	\$0.00	100.00%
2.4.2	<u>Airport Land Use Commission Planning & Reviews</u>				
	NCTC Staff	\$10,040.22	\$2,564.61	\$7,475.61	25.54%
	ALUC Reviews	\$15,000.00	\$414.03	\$14,585.97	2.76%
	Contingency	\$7,318.21	\$0.00	\$7,318.21	0.00%
	TOTAL ALL WORK ELEMENTS	\$1,342,447.03	\$508,189.69	\$834,257.34	37.86%

Note: Totals may not equal addition of amounts in columns due to rounding.

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 01/01/20	\$850,693.30
Additions	\$62,942.95
Deductions	<u>\$0.00</u>
Cash Balance 01/31/20	\$913,636.25

**RTMF REVENUES, INTEREST, AND EXPENDITURES
2000/01 - 2019/20**

JURISDICTION	RTMF COLLECTED/ EXPENDED 2000/01 - 2018/19	RTMF COLLECTED/ EXPENDED 2019/20	TOTAL RTMF COLLECTED /EXPENDED
Grass Valley	\$2,193,140.06	\$42,393.35	\$2,235,533.41
Nevada City	\$125,645.00	\$0.00	\$125,645.00
Nevada County	\$3,909,593.43	\$412,767.74	\$4,322,361.17
Total	\$6,228,378.49	\$455,161.09	\$6,683,539.58
Interest	\$182,772.77	\$5,261.68	\$188,034.45
Expenditures	\$5,957,937.79	\$0.00	\$5,957,937.79
TOTAL	\$453,213.48	\$460,422.77	\$913,636.25

RTMF ALLOCATIONS

	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION AS OF 7/1/19	EXPENDED YTD	BALANCE
5/15/19 Reso 19-20	NCTC RTMF Administration	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
3/16/11 Reso 11-15 9/19/18 Reso 18-38	Grass Valley Dorsey Drive Interchange \$223,071.84 rescinded	\$4,386,462.84	\$1,260,261.54	\$3,126,201.30	\$0.00	\$3,126,201.30
7/19/17 Reso 17-28	Grass Valley Dorsey Drive Interchange	\$4,386,462.84	\$1,260,261.54	\$3,126,201.30	\$0.00	\$3,126,201.30
7/19/17 Reso 17-29	Grass Valley East Main Street/Bennett Street Intersection	\$1,500,000.00	\$1,026,057.28	\$473,942.72	\$0.00	\$473,942.72
TOTAL		\$5,891,462.84	\$2,286,318.82	\$3,605,144.02	\$0.00	\$3,605,144.02

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 01/01/20	\$2,347,222.29
Additions	\$0.00
Deductions	<u>\$0.00</u>
Cash Balance 01/31/20	\$2,347,222.29
<u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$2,143,242.02
Estimated STA Revenue	\$909,964.00
AMOUNT TO BE ALLOCATED	\$3,053,206.02
Total Approved Allocations	<u>\$193,047.00</u>
BALANCE Available for Allocation	\$2,860,159.02

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
7/17/19 19-21	Nevada County Transit/Paratransit Services	\$31,898.00	\$0.00	\$31,898.00
7/17/19 19-24	Truckee Transit/Paratransit Services	\$161,149.00	\$0.00	\$161,149.00
	TOTAL	\$193,047.00	\$0.00	\$193,047.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2019/20**

JANUARY

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 01/01/20	\$3,050,844.09
Additions	\$0.00
Deductions	<u>\$0.00</u>
Cash Balance 01/31/20	\$3,050,844.09
<u>Budget and Allocations</u>	
Fund Balance 6/30/19	\$3,841,081.30
Estimated RSTP Revenue	<u>\$0.00</u>
AMOUNT TO BE ALLOCATED	\$3,841,081.30
Total Amount of Approved Allocations	<u>\$2,966,289.00</u>
BALANCE Available for Allocation	\$874,792.30

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	YTD ACTIVITY	BALANCE
3/21/18 18-12	GV 2018 Street Rehab \$260,227 reallocated to Wolf Creek Trail Reso 18-39	\$686,909.00	\$0.00	\$426,682.00	\$426,682.00	\$0.00
9/19/18 18-39	GV Wolf Creek Trail Phase 1	\$400,000.00	\$0.00	\$400,000.00	\$400,000.00	\$0.00
5/15/19 19-11	Nev Co 2019/20 Drainage & Shoulder Maintenance	\$152,484.00	\$0.00	\$152,484.00	\$0.00	\$152,484.00
5/15/19 19-11	Nev Co 2019/20 General Maintenance	\$1,189,449.00	\$0.00	\$1,189,449.00	\$0.00	\$1,189,449.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$0.00	\$160,000.00	\$0.00	\$160,000.00
5/15/19 19-11	Nev Co 2019/20 Combie Road Corridor Improvements	\$583,174.00	\$0.00	\$583,174.00	\$0.00	\$583,174.00
1/29/20 20-10	NCTC SR 174/20 Intersection Anaylsis	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00
1/29/20 20-10	NCTC SR 49 Multimodal Corridor Plan	\$34,500.00	\$0.00	\$34,500.00	\$0.00	\$34,500.00
	TOTAL	\$3,226,516.00	\$0.00	\$2,966,289.00	\$826,682.00	\$2,139,607.00

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

Nevada County • Truckee

MINUTES OF NCTC MEETING January 29, 2020

A regular meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, January 29, 2020 in the Grass Valley City Hall Council Chambers, 125 East Main Street, Grass Valley, California. Notice of the meeting was posted 72 hours in advance. The meeting was scheduled for 9:30 a.m.

Members Present: Jan Arbuckle
 Andy Burton
 Carolyn Wallace Dee
 Ann Guerra
 Susan Hoek

Members Absent: Ed Scofield
 Duane Strawser

Staff Present: Dan Landon, Executive Director
 Mike Woodman, Deputy Executive Director
 Kena Sannar, Transportation Planner
 Dale Sayles, Administrative Services Officer
 Carol Lynn, Administrative Assistant

Standing Orders: Chair Guerra convened the Nevada County Transportation Commission meeting at 9:30 a.m.

Pledge of Allegiance
 Roll Call

PUBLIC COMMENT:

Susan Rogers of Grass Valley, Vice Chair of the Nevada County Coalition of Firewise Communities, said the group's mission statement is to promote fire safety through advocacy, education and community involvement for stronger fire safety practices. She said their number one priority and concern is safe evacuation routes, and asked what it will take to make Caltrans tree removal go a lot faster in Nevada County. She tried contacting Caltrans but she had to abandon the effort after seeing the requirements for getting a Caltrans encroachment permit. The Banner Lava Cap overcrossing bridge has been identified by a local fire scientist as a major choke point in the event of an evacuation in terms of tree density. She hoped to speak with Caltrans Project Manager Sam Vandell to start figuring out next steps.

CONSENT ITEMS

- Agenda Item 3: State Transit Assistance Reissued Apportionments FY 2019/20 – pulled from Consent Items
1. Financial Reports
October 2019 and November 2019
 2. NCTC Minutes
December 18, 2019 NCTC Meeting Minutes
 4. State of Good Repair Project Reissued Apportionments FY 2019/20
Adopt State of Good Repair Fund revised table
 5. Revised Local Transportation Fund Allocation for the City of Grass Valley
Resolution 20-01
 6. Revised Local Transportation Fund Allocation for the City of Nevada City
Resolution 20-02
 7. Federal Transit Administration Section 5311 Federal Fiscal Year 2020 Program of Projects
Resolution 20-03
 8. Amendment 3 to the Professional Services Agreement with Fehr & Peers to Develop Senate Bill 743 Vehicle Miles Traveled Methodology and Thresholds Recommendations
Resolution 20-04
 9. Amendment 2 to the Professional Services Agreement with GHD to Prepare the Nevada City SR 49 Multimodal Corridor Plan
Resolution 20-05
 10. Amendment 3 to the Professional Services Agreement with GHD to Prepare the SR 174/20 Intersection Analysis
Resolution 20-06

ACTION: Approved Consent Items with exclusion of Agenda Item 3 by roll call vote

MOTION: Burton / **SECOND:** Hoek

AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)

ABSTAIN: None

ABSENT: Scofield, Strawser

3. State Transit Assistance Reissued Apportionments FY 2019/20

Executive Director Landon said the State Transit Assistance apportionments for FY 2019/20 were revised by the state. By law the State Controller's process is to give an estimate in February for the following year. Staff will likely be bringing revised allocation requests to the next Commission meeting.

ACTION: Adopted the revised table as a basis for allocation for the State Transit Assistance Fund for FY 2019/20 by roll call vote
MOTION: Hoek / **SECOND:** Arbuckle
AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)
ABSTAIN: None
ABSENT: Scofield, Strawser

INFORMATIONAL ITEMS

6. Correspondence:

- A. California Transportation Commission - Highlights of the 2019 Annual Report to the California Legislature, File 370, December 13, 2019.

There were no questions or comments on the Correspondence.

ACTION: None – Information only.

7. Executive Director's Report

- 2019 Annual Report

Executive Director Landon reported that in 2019 NCTC dispersed three million dollars in transportation projects, having an impact on funding and transportation in the county. Four major planning projects were completed, including Nevada County's Local Road Safety Plan, the Transit Funding Equity Study, the SR 49 Corridor System Management Plan Update, and an Active Transportation Plan. This year NCTC is underway with the Vehicle Miles Traveled Threshold Recommendation Study, the Nevada City SR 49 Multimodal Corridor Plan, and the SR 174/20 Intersection Analysis.

Mr. Landon showed a presentation on READY Nevada County and said staff will be applying for a grant next month. The focus of the plan is to improve safety, resiliency and efficiency of our regional transportation system in the face of extreme climate related events such as wildfires and evacuation concerns. Staff will work with first responders and other stakeholders to coalesce emergency evacuation plans with our transportation plan.

ACTION: None – Information only.

8. Project Status Reports

- A. Caltrans Project Report

Caltrans District 3 Project Manager Sam Vandell reviewed the January Caltrans Project Status Report. There will be a public workshop focusing on the draft environmental document and

preferred alternatives for the SR 49 La Barr Meadows to McKnight Way project. On Highway 80 across the summit, Caltrans will be grinding the pavement and putting in polyester concrete. Mr. Vandell requested additional information such as photographs of cracking problems. Commissioner Dee commented there were pavement issues in two locations on Highway 80, over the summit and east of Truckee. Mr. Vandell addressed tree trimming at the Banner Lava Cap overcrossing, saying they will need environmental clearances to trim green trees that are still living, and are planning to trim an additional ten feet or so. He will provide Susan Rogers with the best way to connect and coordinate with Caltrans about the tree trimming. He will follow up on vegetation management concerns on Highways 20 and 49, and concerns regarding the guardrails encroaching into the roadway section on the shoulders of Highway 49 toward Downieville. He requested pictures of the problem areas for his construction and maintenance staff. Concerns about the faded striping and confusion of the signalization at the Dorsey Drive interchange overcrossing were addressed.

ACTION: None – Information only.

ACTION ITEMS

14. Presentation: GHD SR 174/20 Intersection Analysis Simulation

Executive Director Landon said he contacted Hennessey School staff and received estimates on the number of vehicles going through the driveway and number of pedestrians and bicyclists accessing the school. GHD observed flow of traffic during school times. The simulation videos represented the new data. There will be high visibility signs flashing at the crosswalks for pedestrians and bicyclists. It was suggested it may be best to present the plan to the community as a rerouting of traffic rather than a roundabout. Concerns were raised regarding the foot traffic in the area and vehicles being aware of pedestrians at the crosswalks. There will be pedestrian actuated flashing beacons and median protected refuges so pedestrians only have to cross one lane at a time. Crossings will be equipped to assist those that are visually or hearing impaired.

ACTION: Comments accepted.

15. Professional Services Agreement with WSP to Update the Western Nevada County Transit Development Plan
Resolution 20-07

Executive Director Landon said this update would include long-range alternatives for the service and ways to maximize the use of funding.

ACTION: Adopted Resolution 20-07 by roll call vote

MOTION: Arbuckle / SECOND: Burton

AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)

ABSTAIN: None

ABSENT: Scofield, Strawser

16. Professional Services Agreement with WSP to Update the Nevada County Coordinated Public Transit-Human Services Transportation Plan
Resolution 20-08

Executive Director Landon said this update would cover the entire county. Both of these projects will be funded with planning grants from the state.

ACTION: Adopted Resolution 20-08 by roll call vote
MOTION: Burton / SECOND: Arbuckle
AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)
ABSTAIN: None
ABSENT: Scofield, Strawser

17. Professional Services Agreement with TJKM Transportation Consultants to Update the NCTC/ Grass Valley Travel Demand Forecasting Model
Resolution 20-09

Executive Director Landon said one of the key tools for transportation planning is implementing a Travel Demand Forecasting Model that identifies how improvements to the roadway or changes to the land use impact our transportation system.

ACTION: Adopted Resolution 20-09 by roll call vote
MOTION: Arbuckle / SECOND: Hoek
AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)
ABSTAIN: None
ABSENT: Scofield, Strawser

18. Amendment 3 to the FY 2019/20 Overall Work Program
Resolution 20-10

Executive Director Landon said this amendment utilizes the Regional Surface Transportation Program funds for grant applications for the SR 174/20 Intersection Analysis and the Nevada City SR 49 Multimodal Corridor Plan. Staff will update the Commission on the progress of these items.

ACTION: Adopted Resolution 20-10 by roll call vote
MOTION: Burton / SECOND: Arbuckle
AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)
ABSTAIN: None
ABSENT: Scofield, Strawser

19. Election of Officers

ACTION: Commissioner Arbuckle nominated Commissioner Burton for Chair for 2020 by roll call vote

MOTION: Arbuckle / SECOND: Hoek

AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)

ABSTAIN: None

ABSENT: Scofield, Strawser

ACTION: Commissioner Burton nominated Commissioner Hoek for Vice Chair for 2020 by roll call vote

MOTION: Burton / SECOND: Arbuckle

AYES: Arbuckle, Burton, Dee, Guerra, Hoek (unanimous)

ABSTAIN: None

ABSENT: Scofield, Strawser

COMMISSION ANNOUNCEMENTS: After discussion with the Transit Services Commission staff, NCTC requests to begin their meetings at 8:30 a.m., with the Transit Services Commission meeting thereafter. The new times were agreed upon.

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be March 18, 2020, at the Nevada County Board of Supervisors Chambers, Eric Rood Administrative Center, 950 Maidu Avenue, Nevada City, California, starting at 8:30 a.m.

ADJOURNMENT OF MEETING

Chair Burton called for a motion to adjourn the meeting. Commissioner Arbuckle made a motion to adjourn. Commissioner Guerra seconded the motion. The meeting was adjourned at 10:38 a.m.

Respectfully submitted by:



Carol Lynn, Administrative Assistant

Approved on: _____

By: _____

Andrew Burton, Chair
Nevada County Transportation Commission

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

Nevada County • Truckee

File: 720.1, 1400

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director 

SUBJECT: Revised Findings of Apportionment FY 2019/20, and Preliminary Findings of Apportionment FY 2020/21, Resolutions 20-11 and 20-12.

DATE: March 18, 2020

RECOMMENDATION: Adopt Resolution 20-11, Revised Findings of Apportionment for FY 2019/20, and Resolution 20-12, Preliminary Findings of Apportionment for FY 2020/21.

BACKGROUND: Prior to March 1 of each year, Nevada County Transportation Commission (NCTC), pursuant to the California Code of Regulations Section 6644, transmits "Findings of Apportionment" for all prospective claimants.

The apportionments are determined from the Nevada County Auditor-Controller's estimate of Local Transportation Funding (LTF) for the ensuing fiscal year, less those funds allocated for Transportation Development Act (TDA) administration, transportation planning and programming, pedestrian/bicycle projects, and community transit services. The remaining funds are then apportioned according to the population of each applicant's jurisdiction in relation to the total population of the County.

California Code of Regulations Section 6655.5 provides that "the transportation planning agency may, at any time before the close of the fiscal year, issue a revised determination of apportionment based on a revised or updated estimate furnished by the county auditor pursuant to Section 6620."

The attached letter from the Nevada County Auditor-Controller to NCTC, dated February 7, 2020, provided the estimate of revenue expected to be received in the remaining months of FY 19/20 (see Resolution 20-11), and reported an estimate of the amount of revenue available for allocation in FY 2020/21 (see Resolution 20-12). This information was sent to NCTC claimants on March 6, 2020, to assist them in their budgeting process. Per the Auditor-Controller, "Note that the estimate for FY19/20 was reduced as sales tax revenue growth has slowed in recent months."

attachments

State of California
COUNTY OF NEVADA

MARCIA L. SALTER – Auditor-Controller

Auditor-Controller
950 Maidu Avenue
Nevada City CA 95959

(530) 265-1244
Fax: (530) 265-9843
Email: auditor.controller@co.nevada.ca.us

February 7, 2020

Mr. Dan Landon, Executive Director
Nevada County Transportation Commission
101 Providence Mine Road, Suite 102
Nevada City, CA 95959

Dear Mr. Landon:

In accordance with Title 21, Section 6620, of the California Code of Regulations, the following figures are an estimate of the June 30, 2020 unallocated balance (Part I), and an estimate of the amount available for allocation in the fiscal year 2020-21 (Part II).

Part I

Beginning Balance, July 1, 2019		\$5,122,043
Sales and Use Tax	\$ 3,868,419	
Interest	60,000	
Total Revenue		3,928,419
Projected Total Available		9,050,462
Total Allocated (Estimated)		9,050,462)
Estimated Unallocated Balance, June 30, 2020		<u>\$ 0</u>

Part II

Beginning Balance, July 1, 2020		\$ 0
Sales and Use Tax	\$ 3,945,787	
Interest	40,000	
Total Revenue		3,985,787
Projected total Available, 2020-21		<u>\$ 3,985,787</u>

Very truly yours,



Marcia L. Salter
Auditor-Controller

FY 2020/21 PRELIMINARY Findings of Apportionment 02/07/2020

Row #	Activity	Ped. & Bike 5806	CTS 5810	Nevada County 5807	Grass Valley 5808	Nevada City 5809	Truckee 5805
1	6/30/19 Fund Balance	\$249,487	\$121,784	\$4,128,939	\$53,594	\$13,326	\$475,044
2	FY 2019/20 Allocations	(\$125,000)	(\$170,411)	(\$3,521,507)	(\$457,739)	(\$112,139)	(\$461,105)
3	FY 2019/20 Revised Apportionment Reso 20-11	\$67,247	\$164,756	\$2,107,255	\$404,145	\$98,813	\$520,143
4	Estimated Apportionment remaining as of June 30, 2019 =Row 1 - Row 2+Row 3	\$191,734	\$116,129	\$2,714,687	\$0	\$0	\$534,082
5	Allocations returned to NCTC for 6 month Reserve						\$290,875
6	Less 6 month Reserve FY2019/2020 = 50% Operating Budget. FY2020/21 Operating Budget will change this amount.			(\$2,714,687)			(\$824,957)
7	FY 2020/21 Preliminary Findings of Apportionment Reso 20-12	\$66,148	\$162,062	\$2,072,802	\$397,537	\$97,197	\$511,639
8	Estimated Net Apportionment available for FY 2020/21 =Row 4+Row 5	\$257,882	\$278,191	\$2,072,802	\$397,537	\$97,197	\$511,639

STATE CONTROLLER'S OFFICE 2020/21 STATE TRANSIT ASSISTANCE FUND ALLOCATION ESTIMATE JANUARY 31, 2020

	Estimated Population	Population %	PUC 99313 Funds from RTC sections 7102(a)(3), 6051.8 (a), and 6201.8(a)	PUC 99313 Funds from RTC sections 6051.8(b), and 6201.8(b) (a)	PUC 99314	Total Fiscal Year 2019-20 Estimate
NCTC			\$471,844.00	\$385,546.00		\$857,390.00
Grass Valley	12,769	12.91%			0*	
Nevada City	3,122	3.16%			0*	
Truckee	16,434	16.62%			\$21,155.00	\$21,155.00
Nevada County	66,579	67.32%			\$25,846.00	\$25,846.00
Total	98,904	100.00%			\$47,001.00	\$904,391.00

Population estimates were taken from NCTC Resolution 19-09, May 15, 2019

STA amounts were taken from the State Transit Assistance Fund Allocation Estimate prepared by the Office of the State Controller 01/31/2020.

* The portion of funds available to Grass Valley and Nevada City are included with Nevada County funds, because Nevada County is the transit operator for the current Joint Powers Agreement.

**RESOLUTION 20-11
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

REVISED FINDINGS OF APPORTIONMENT FOR FISCAL YEAR 2019/20

WHEREAS, Section 6655.5 of the California Code of Regulations states, "the transportation planning agency may, at any time before the close of the fiscal year, issue a revised determination of apportionments based on a revised or updated estimate furnished by the county auditor pursuant to 6620"; and

WHEREAS, Section 6655.5 of the California Code of Regulations also states, that "any revenues to the fund for the fiscal year in excess of all moneys allocated, reserved, or retained in the fund as unallocated apportionments pursuant to Section 6655.1 shall be carried over and be available for apportionment and allocation in the following fiscal year"; and

WHEREAS, the amount subject to apportionment is to be determined by subtracting the anticipated amounts to be allocated, or made available for allocation, for administration of the Transportation Development Act, for transportation planning, for facilities for the exclusive use of pedestrians and bicycles, and for community transit services, from the total estimate of monies to be available for apportionment and allocation during the ensuing fiscal year; and

WHEREAS, the following figures represent the amount described above, which is a reduction of \$118,983 from the previous estimate:

Estimated LTF Available for FY 2019/20

Sales and Use Tax	\$3,868,419
Interest	\$60,000
Subtotal	\$3,928,419

Anticipated Allocations

Administration and Planning	-\$566,061
Pedestrian and Bicycles	-\$67,247
Community Transit Services	-\$164,756

Total Estimated FY 2019/20 LTF Available for Apportionment **\$3,130,356**

Area apportionments based on population: Population figures from State of California Department of Finance 2019 E-1 Report, May 2019

Jurisdiction	Estimated Population	Percent of Estimated Total*	Apportionment**	Remaining Apportionment FY 2018/19	Adjusted Apportionment FY 2019/20**
Nevada County	66,579	67.32%	\$2,107,255	\$4,128,939	\$6,236,194
Grass Valley	12,769	12.91%	\$404,145	\$53,595	\$457,739
Nevada City	3,122	3.16%	\$98,813	\$13,325	\$112,138
<u>Truckee</u>	16,434	16.62%	\$520,143	\$475,044	\$995,188
TOTAL	98,904	100.00%	\$3,130,356	\$4,670,903	\$7,801,259

* Figures shown are rounded to two decimal places.

** Figures shown are rounded to nearest dollar

WHEREAS, the Revised Findings of Apportionment for FY 2019/20 have been adjusted to account for

the apportionments carried forward from FY 2018/19.

NOW, THEREFORE, BE IT RESOLVED, that the Nevada County Transportation Commission finds that the above Adjusted Apportionment for FY 2019/20 will be used as the basis for allocations throughout FY 2019/20, unless these findings are revised in accordance with statutes and regulations contained in the Transportation Development Act.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

**RESOLUTION 20-12
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

PRELIMINARY FINDINGS OF APPORTIONMENT FOR FISCAL YEAR 2020/21

WHEREAS, Section 6644 of the California Code of Regulations requires that "prior to March 1, the transportation planning agency shall determine and advise all prospective claimants of the amounts of all area apportionments from the Local Transportation Fund (LTF) for the following fiscal year"; and

WHEREAS, the Auditor-Controller of Nevada County has issued an estimate of \$3,985,787 as the amount available for allocation in FY 2020/21; and

WHEREAS, the amount subject to apportionment is to be determined by subtracting the anticipated amounts to be allocated, or made available for allocation for administration of the Transportation Development Act, for transportation planning, for facilities for the exclusive use of pedestrians and bicycles, and for community transit services, from the total estimate of monies to be available for apportionment and allocation during the ensuing fiscal year; and

WHEREAS, the following figures represent the amount described above:

Estimated LTF Available for FY 2020/21

Sales and Use Tax	\$3,945,787
Interest	\$40,000
Subtotal	\$3,985,787

Anticipated Allocations

Administration and Planning	-\$678,402
Pedestrian and Bicycles	-\$66,148
Community Transit Services	-\$162,062

Total Estimated FY 2020/21 LTF Available for Apportionment **\$3,079,176**

Area apportionments based on population: Population figures from State of California Department of Finance 2019 E-1 Report, May 2019

Jurisdiction	Estimated Population	Percent of Estimated Total*	Apportionment**
Nevada County	66,579	67.32%	\$2,072,802
Grass Valley	12,769	12.91%	\$397,537
Nevada City	3,122	3.16%	\$97,197
<u>Truckee</u>	16,434	16.62%	\$511,639
TOTAL	98,904	100.00%	\$3,079,176

* Figures shown are rounded to two decimal places.

** Figures shown are rounded to nearest dollar.

NOW, THEREFORE, BE IT RESOLVED, that the Nevada County Transportation Commission finds that the above figures represent area apportionments to be used for FY 2020/21. These apportionments will be used as the basis for allocations throughout FY 2020/21, unless these findings are revised in accordance with statutes and regulations contained in the Transportation Development Act.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

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

Nevada County • Truckee

File: 490.5

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director 

SUBJECT: Revised Local Transportation Fund Allocation for the City of Grass Valley, Resolution 20-13

DATE: March 18, 2020

RECOMMENDATION: Adopt Resolution 20-13 revising the FY 2019/20 Local Transportation Fund (LTF) allocation to the City of Grass Valley.

BACKGROUND: Resolution 20-11 adopted the Auditor-Controller's Revised Findings of Apportionment on March 18, 2020. The Transportation Development Act (TDA) provides for such an occurrence as follows: "An allocation may be rescinded and revised by the transportation planning agency if an adjustment is proved to be necessary to reconcile the estimates on which the allocation was based with actual figures when these are available" (Public Utilities Code Section 99235).

Resolution 20-13 reduces the FY 2019/20 allocation to the City of Grass Valley to \$457,739. Per the Auditor-Controller, "Note that the estimate for FY19/20 was reduced as sales tax revenue growth has slowed in recent months."

attachment

**RESOLUTION 20-13
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**REVISED ALLOCATION OF LOCAL TRANSPORTATION FUNDS (LTF)
TO CITY OF GRASS VALLEY FOR SUPPORT OF
TRANSIT/PARATRANSIT OPERATIONS FOR FISCAL YEAR 2019/20**

WHEREAS, on July 17, 2019, Nevada County Transportation Commission approved an allocation of LTF to the City of Grass Valley for \$485,621 by Resolution 19-22; and

WHEREAS, on January 29, 2020 the allocation was reduced to \$471,611 by Resolution 20-01, to reflect the difference between FY 2018/19 actual LTF revenue received and the Auditor-Controller's estimate; and

WHEREAS, the Revised Findings of Apportionment, Resolution 20-11 adopted on March 18, 2020 estimates a reduction of LTF to \$457,739 because of reduced sales tax revenue.

NOW, THEREFORE, BE IT RESOLVED, that the allocation of LTF to the City of Grass Valley under Section 99400(c) of the Public Utilities Code for support of Transit/Paratransit Operations during FY 2019/20 is hereby reduced to \$457,739, as shown in the table below. Payments shall be made as monies become available.

Project Title/Description	Authorized by TDA Section	Total Project Cost	Original Allocation Reso 19-22	Revised Allocation Reso 20-01	Revised Allocation Reso 20-13
GV Transit/Paratransit	99400(c)	\$6,051,833	\$485,621	\$471,611	\$457,739

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is hereby directed to issue a revised Allocation Instruction in accordance with this Resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

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

Nevada County • Truckee

File: 700.4

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director 

SUBJECT: Revised Local Transportation Fund Allocation for the City of Nevada City, Resolution 20-14

DATE: March 18, 2020

RECOMMENDATION: Adopt Resolution 20-14 revising the FY 2019/20 Local Transportation Fund (LTF) allocation to the City of Nevada City.

BACKGROUND: Resolution 20-11 adopted the Auditor-Controller's Revised Findings of Apportionment on March 18, 2020. The Transportation Development Act (TDA) provides for such an occurrence as follows: "An allocation may be rescinded and revised by the transportation planning agency if an adjustment is proved to be necessary to reconcile the estimates on which the allocation was based with actual figures when these are available" (Public Utilities Code Section 99235).

Resolution 20-14 reduces the FY 2019/20 allocation to the City of Nevada City to \$112,138. Per the Auditor-Controller, "Note that the estimate for FY19/20 was reduced as sales tax revenue growth has slowed in recent months."

attachment

**RESOLUTION 20-14
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**REVISED ALLOCATION OF LOCAL TRANSPORTATION FUNDS (LTF)
TO CITY OF NEVADA CITY FOR SUPPORT OF
TRANSIT/PARATRANSIT OPERATIONS FOR FISCAL YEAR 2019/20**

WHEREAS, on July 17, 2019, Nevada County Transportation Commission approved an allocation of LTF to the City of Nevada City for \$118,995 by Resolution 19-23; and

WHEREAS, on January 29, 2020 the allocation was reduced to \$115,529 by Resolution 20-02, to reflect the difference between FY 2018/19 actual LTF revenue received and the Auditor-Controller's estimate; and

WHEREAS, the Revised Findings of Apportionment, Resolution 20-11 adopted on March 18, 2020 estimates a reduction of LTF to \$112,138 because of reduced sales tax revenue.

NOW, THEREFORE, BE IT RESOLVED, that the allocation of LTF to the City of Nevada City under Section 99400(c) of the Public Utilities Code for support of Transit/Paratransit Operations during FY 2019/20 is hereby reduced to \$112,138, as shown in the table below. Payments shall be made as monies become available.

Project Title/Description	Authorized by TDA Section	Total Project Cost	Original Allocation Reso 19-23	Revised Allocation Reso 20-02	Revised Allocation Reso 20-14
Nevada City Transit/Paratransit	99400(c)	\$6,051,833	\$118,995	\$115,529	\$112,138

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is hereby directed to issue a revised Allocation Instruction in accordance with this Resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



BETTY T. YEE
California State Controller

January 31, 2019

County Auditors Responsible for State Transit Assistance funds
 Transportation Planning Agencies
 County Transportation Commissions
 San Diego Metropolitan Transit System

SUBJECT: 2019-20 State Transit Assistance Allocation Preliminary Estimate

Enclosed is a preliminary summary schedule of State Transit Assistance (STA) funds estimated to be allocated for fiscal year (FY) 2019-20 to each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) sections 99313 and 99314. Also enclosed is a schedule detailing the amount of the PUC section 99314 allocation for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. PUC section 99314 allocations are based on the revenue amount for each STA-eligible operator, determined from annual reports submitted to the Controller pursuant to Section 99243. Pursuant to PUC section 99314.3, each TPA is required to allocate funds to the STA-eligible operators in the area of its jurisdiction.

The estimated amount of STA funds budgeted, according to the FY 2019-20 proposed California Budget, is \$772,541,000. We anticipate that the first quarter's allocation will be paid in November 2019. Please refer to the schedule for the amounts that relate to your agency.

Please contact Mike Silvera by telephone at (916) 323-0704 or email at msilvera@sco.ca.gov with any questions, or for additional information.

Sincerely,

(Original Signed By)

DEBRA MORTON, Manager
 Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2019-20 STATE TRANSIT ASSISTANCE FUND ALLOCATION ESTIMATE
SUMMARY
JANUARY 31, 2019

Regional Entity	PUC 99313 Funds from RTC sections 7102(a)(3), 6051.8(a), and 6201.8(a)		PUC 99313 Funds from RTC sections 6051.8(b), and 6201.8(b)		PUC 99314 Fiscal Year 2019-20 Estimate	Total Fiscal Year 2019-20 Estimate
	Fiscal Year 2019-20 Estimate		Fiscal Year 2019-20 Estimate			
	A		B		C	D= (A+B+C)
Metropolitan Transportation Commission	\$ 41,235,828	\$	34,180,996	\$	208,601,170	\$ 284,017,994
Sacramento Area Council of Governments	10,200,674		8,455,491		6,955,283	25,611,448
San Diego Association of Governments	5,115,314		4,240,160		2,447,624	11,803,098
San Diego Metropolitan Transit System	12,590,861		10,436,753		9,799,127	32,826,741
Tahoe Regional Planning Agency	551,899		457,477		44,075	1,053,451
Alpine County Transportation Commission	6,122		5,075		463	11,660
Amador County Transportation Commission	202,100		167,524		69,508	439,132
Butte County Association of Governments	1,207,596		1,000,994		121,927	2,330,517
Calaveras County Local Transportation Commission	239,571		198,584		6,897	445,052
Colusa County Local Transportation Commission	117,236		97,179		9,689	224,104
Del Norte County Local Transportation Commission	144,415		119,708		15,231	279,354
El Dorado County Local Transportation Commission	889,167		737,044		116,619	1,742,830
Fresno County Council of Governments	5,343,643		4,429,426		1,877,301	11,650,370
Glenn County Local Transportation Commission	152,771		126,634		7,323	286,728
Humboldt County Association of Governments	721,530		598,087		283,994	1,603,611
Imperial County Transportation Commission	1,011,316		838,295		200,270	2,049,881
Inyo County Local Transportation Commission	98,556		81,695		0	180,251
Kern Council of Governments	4,805,538		3,983,382		554,511	9,343,431
Kings County Association of Governments	804,611		666,954		67,236	1,538,801
Lake County/City Council of Governments	345,274		286,202		39,168	670,644
Lassen County Local Transportation Commission	163,992		135,935		11,927	311,854
Los Angeles County Metropolitan Transportation Authority	54,558,172		45,224,087		127,399,812	227,182,071
Madera County Local Transportation Commission	842,979		698,758		12,366	1,554,103
Mariposa County Local Transportation Commission	96,180		79,725		5,681	181,586
Mendocino Council of Governments	473,757		392,704		79,718	946,179
Merced County Association of Governments	1,485,359		1,231,237		162,246	2,878,842
Modoc County Local Transportation Commission	50,994		42,270		8,768	102,032
Mono County Local Transportation Commission	73,330		60,784		194,856	328,970
Transportation Agency for Monterey County	2,351,735		1,949,388		1,416,375	5,717,498
Nevada County Local Transportation Commission	526,046		436,048		44,508	1,006,602
Orange County Transportation Authority	17,088,887		14,165,235		9,805,353	41,059,475
Placer County Transportation Planning Agency	1,625,027		1,347,009		560,663	3,532,699
Plumas County Local Transportation Commission	104,902		86,954		13,612	205,468
Riverside County Transportation Commission	12,817,344		10,624,488		3,811,988	27,253,820
Council of San Benito County Governments	302,868		251,052		11,473	565,393
San Bernardino County Transportation Authority	11,538,679		9,564,584		3,930,267	25,033,530
San Joaquin Council of Governments	4,025,358		3,336,679		1,772,032	9,134,069
San Luis Obispo Area Council of Governments	1,486,017		1,231,782		167,308	2,885,107
Santa Barbara County Association of Governments	2,405,721		1,994,138		1,129,058	5,528,917
Santa Cruz County Transportation Commission	1,468,844		1,217,547		2,247,537	4,933,928
Shasta Regional Transportation Agency	945,780		783,971		99,705	1,829,456
Sierra County Local Transportation Commission	17,014		14,103		2,263	33,380
Siskiyou County Local Transportation Commission	236,680		196,187		12,766	445,633
Stanislaus Council of Governments	2,947,747		2,443,432		286,491	5,677,670
Tehama County Transportation Commission	339,746		281,620		13,762	635,128
Trinity County Transportation Commission	72,338		59,962		6,058	138,358
Tulare County Association of Governments	2,524,438		2,092,544		490,560	5,107,542
Tuolumne County Transportation Council	290,412		240,727		18,790	549,929
Ventura County Transportation Commission	4,557,632		3,777,890		1,337,141	9,672,663
State Totals	\$ 211,202,000	\$	175,068,500	\$	386,270,500	\$ 772,541,000

STATE CONTROLLER'S OFFICE
2019-20 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL
JANUARY 31, 2019

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2019-20 Estimate</u>	Funds from RTC sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2019-20 Estimate</u>	Total Fiscal Year 2019-20 Estimate C= (A+B)
		A	B	
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,704,577	106,542	88,314	194,856
Transportation Agency for Monterey County Monterey-Salinas Transit	19,659,094	774,435	641,940	1,416,375
Nevada County Local Transportation Commission				
County of Nevada	442,738	17,441	14,457	31,898
City of Truckee	175,020	6,895	5,715	12,610
Regional Entity Totals	617,758	24,336	20,172	44,508
Orange County Transportation Authority				
City of Laguna Beach	1,506,307	59,338	49,186	108,524
Orange County Transportation Authority	83,246,339	3,279,340	2,718,294	5,997,634
Regional Entity Subtotals	84,752,646	3,338,678	2,767,480	6,106,158
Orange County Transportation Authority - Corresponding to SCRRA***	NA	2,022,617	1,676,578	3,699,195
Regional Entity Totals	84,752,646	5,361,295	4,444,058	9,805,353
Placer County Transportation Planning Agency				
City of Auburn	67,408	2,655	2,201	4,856
County of Placer	6,410,020	252,511	209,310	461,821
City of Roseville	1,304,523	51,389	42,597	93,986
Regional Entity Totals	7,781,951	306,555	254,108	560,663
Plumas County Local Transportation Commission				
County of Plumas	106,864	4,210	3,489	7,699
County Service Area 12 - Specialized Service	82,081	3,233	2,680	5,913
Regional Entity Totals	188,945	7,443	6,169	13,612
Riverside County Transportation Commission				
City of Banning	156,338	6,159	5,105	11,264
City of Beaumont	224,665	8,850	7,336	16,186
City of Corona	450,444	17,744	14,709	32,453
Palo Verde Valley Transit Agency	132,998	5,239	4,343	9,582
City of Riverside - Specialized Service	359,643	14,167	11,744	25,911
Riverside Transit Agency	15,107,301	595,125	493,308	1,088,433
Sunline Transit Agency	11,791,965	464,523	385,050	849,573
Regional Entity Subtotals	28,223,354	1,111,807	921,595	2,033,402
Riverside County Transportation Commission - Corresponding to SCRRA***	NA	972,482	806,104	1,778,586
Regional Entity Totals	28,223,354	2,084,289	1,727,699	3,811,988
Council of San Benito County Governments				
San Benito County Local Transportation Authority	159,244	6,273	5,200	11,473

*** The amounts allocated to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency.

STATE CONTROLLER'S OFFICE FY 2019/20
STATE TRANSIT ASSISTANCE FUND ALLOCATION ESTIMATE SUMMARY JANUARY 31, 2019

Jurisdiction	Estimated Population	Population %	PUC 99313 Funds from RTC sections 7102(a)(3), 6051.8(a), and 6201.8(a)	PUC 99313 Funds from RTC sections 6051.8(b), and 6201.8(b)	PUC 99314	Total Fiscal Year 2019/20 Estimate
NCTC			\$526,046.00	\$436,048.00		\$962,094.00
Grass Valley	13,041	13.15%			0*	
Nevada City	3,226	3.25%			0*	
Truckee	16,681	16.82%			\$12,610.00	\$12,610.00
Nevada County	66,207	66.77%			\$31,898.00	\$31,898.00
Total	99,155	100.00%			\$44,508.00	\$1,006,602.00

Population estimates were taken from State of California Department of Finance 2018 E-1 Report, May 2018.

STA amounts were taken from the State Transit Assistance Fund Allocation Estimate prepared by the Office of the State Controller 1/31/2019.

* The portion of funds available to Grass Valley and Nevada City are included with Nevada County funds, because Nevada County is the transit operator for the current Joint Powers Agreement.

2/12/2019

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

Nevada County • Truckee

File: 1030.3.2.2

MEMORANDUM

TO: Nevada County Transportation Commission
 FROM: Daniel B. Landon, Executive Director *Daniel B Landon*
 SUBJECT: Regional Transportation Mitigation Fee Inflation Adjustment, Resolution 20-15
 DATE: March 18, 2020

RECOMMENDATION: Adopt Resolution 20-15 approving the rates for the inflation adjustment to the Regional Transportation Mitigation Fee (RTMF).

BACKGROUND: The RTMF 2016 Administrative Plan provides for an annual review to consider adjusting the fees to account for inflation of project costs. The Administrative Plan states, “The RTMF may, at NCTC’s discretion, be adjusted to account for the inflation of construction, right-of-way, acquisition, and design costs.” The Administrative Plan recommends that the RTMF should be reviewed annually and fee adjustments should be made based on the San Francisco Construction Cost Index (CCI) as reported in the *Engineering News Record* (ENR) “20-City Construction Cost Index” for the 12-month period ending December of the prior year.

Staff has reviewed the San Francisco Construction Cost Index and recommends that NCTC approve the fee increase shown below:

ENR San Francisco CCI:	Dec-2018	12115.37
	Dec-2019	12764.52
	% Increase:	5.4%

2019 Fees:	Residential Development	Non-Residential Development
	\$413.19	\$72.97

2020 Recommended Fees: (with 5.4% increase)	Residential Development	Non-Residential Development
	\$435.50	\$76.91

**RESOLUTION 20-15
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**APPROVAL OF REGIONAL TRANSPORTATION MITIGATION FEE (RTMF)
INFLATION ADJUSTMENT**

WHEREAS, the *Regional Transportation Mitigation Fee 2016 Nexus Study Update Final Report*, and the *Regional Transportation Mitigation Fee 2016 Administrative Plan* were approved by Nevada County Transportation Commission on November 16, 2016; and

WHEREAS, the RTMF Administrative Plan states: “The RTMF may, at NCTC's discretion, be adjusted to account for the inflation of construction, right-of-way, acquisition, and design costs”; and

WHEREAS, the RTMF Administrative Plan recommends that the RTMF be reviewed annually and that fee adjustments should be based on the San Francisco Construction Cost Index as reported in the *Engineering News Record* (ENR) “20-City Construction Cost Index” for the 12-month period ending December of the prior year; and

NOW, THEREFORE, BE IT RESOLVED, that the Nevada County Transportation Commission approves the recommended RTMF increase presented below:

ENR San Francisco CCI:	Dec-2018	12115.37
	Dec-2019	12764.52
	% Increase:	5.4%
2019 Fees:	Residential Development \$413.19	Non-Residential Development \$72.97
2020 Recommended Fees: (with 5.4% increase)	\$435.50	\$76.91

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is authorized to forward this recommended fee increase to Nevada County, City of Grass Valley, and City of Nevada City for their consideration and approval.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andy Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

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

Nevada County • Truckee

File:260.1

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director *Daniel B. Landon*

SUBJECT: Approval of Low Carbon Transit Operations Program FY 2019/20 Funding Amounts

DATE: April 1, 2020

RECOMMENDATION: Staff requests that the Nevada County Transportation Commission (NCTC) approve the Low Carbon Transit Operations Program (LCTOP) funding amounts for FY 2019/20, and authorize the Executive Director to sign letters approving the use of funds available under Public Utilities Code (PUC) Sections 99313 and 99314 by Nevada County and the Town of Truckee. *Note authorization is requested post facto, due to the postponement of the original NCTC meeting on March 18, 2020, due to the Shelter-In-Place Order related to the Coronavirus. The LCTOP deadline was extended to April 17, 2020.*

BACKGROUND: The LCTOP grant program is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Senate Bill 862 appropriates five percent of the annual auction proceeds from the California Air Resources Board's Cap-and-Trade Program in the Greenhouse Gas Reduction Fund for LCTOP.

Eligible recipients and project sponsors for the LCTOP funding program are Regional Transportation Planning Agencies and transit operators. Regional Transportation Planning Agencies (RTPAs) have discretion over the use of funds allocated under PUC Section 99313. The total apportionment for PUC Section 99313 is \$190,821.

Transit operators are eligible to receive funds allocated under PUC Section 99314 based on population. The PUC Section 99314 apportionment for FY 2019/20 is \$5,453 for Nevada County, and \$4,464 for the Town of Truckee.

Nevada County Transit is requesting an allocation of \$74,547 under PUC Section 99313 and \$5,453 under PUC Section 99314, for a total allocation \$80,000. The Town of Truckee is requesting an allocation of \$106,357 under PUC Section 99313 and \$4,464 under PUC Section 99314, for a total allocation of \$110,821.

Descriptions of the proposed projects are shown below:

Nevada County Transit Fare Incentive

This is a fare incentive project to improve access to our rural fixed route public transit and will offer free fare days to assist with emergency economic relief in response to the COVID-19 pandemic as well as supporting community events as an alternative to using cars to reduce emissions and increase ridership. The free fare days cover a timeline projected to be August 2020 thru July 2022. The program will encompass at least 40 fare free day events per calendar year (approximately 80 days during the project period) with additional days being added based upon community need and funding availability. The project will be an effective component supporting our overall operational effort to meet community needs and increase ridership.

Town of Truckee's TART Regional Night Service

The new Truckee TART Regional Night Service operates seven days per week between Truckee and the Northstar and Squaw Valley resorts from 6:00 P.M. to 11:30 P.M. The Town kicked off a pilot service this winter and we are seeing impressive ridership for a new service of this type in a rural community.

From December 12, 2019 through January 31, 2020 there were 2,105 one-way passenger trips with 489 transfers between this new service and the Placer County Regional TART service, which speaks to the importance of the regional connections for our riders. Placer County Regional TART provides service between North Lake Tahoe and Truckee from 7:00 A.M. to 6:00 P.M. and provides night service to the resorts but not to Truckee. This new Truckee TART Regional Night Service bridges a gap in the regional transportation system by providing a connection that previously did not exist in the evening. There is now a full regional connection between North Lake Tahoe and Truckee from 7:00 A.M. to 11:30 P.M. Based on empirical data, the majority of riders are employees who were able to take Placer County Regional TART to work from Truckee but had to find other transportation options (such as hitchhiking, riding bike, walking, ride from friend or family, etc.) home prior to the new service. Note that the Town plans to conduct comprehensive on-board passenger surveys in the near future.

In addition to providing transportation to work, the new service also provides access to medical and social services, enrichment programs, educational resources, other recreational activities, and to basic necessities such as grocery centers. This project provides a safe means of transportation for employees and the general public and decreases the number of single occupancy vehicles on the roadways. This project provides an incentive for employees to ride the bus rather than driving their vehicle as they ride for free due to the Truckee TART and the Placer County TART fare free systems.

The new Truckee TART Regional Night Service is anticipated to provide an estimated 12,400 one-way passenger trips in the first year. The estimated annual operating cost of the new service is \$329,500. Placer County has committed \$120,000 and the Town is soliciting for other partnership funding from local organizations. With the FY 2019/20 LCTOP grant funding of \$110,821 applied to this new service, the remaining balance of \$98,679 would be funded by TDA revenue in FY 2020/21.

attachments

Low Carbon Transit Operations Program (LCTOP)

FY 2019/20					
Jurisdiction	Est. Pop.	Pop. %	STA PUC 99313	STA PUC 99314	Total
Grass Valley	12,769	12.91%	0*		
Nevada City	3,122	3.16%	0*		
Truckee	16,434	16.62%	\$30,059	\$4,464	\$34,523
Nevada County	66,579	67.32%	\$150,845	\$5,453	\$156,298
Total	98,904	100.00%	\$180,904	\$9,917	\$190,821
Population estimates were taken from NCTC Resolution 19-09, May 15, 2019					
LCTOP amounts were taken from the Low Carbon Transit Operations Program Fiscal Year 2019-20 Allocation prepared by the Office of the State Controller 02/14/2020.					
* The portion of funds available to Grass Valley and Nevada City are included with Nevada County funds, because Nevada County is the transit operator for the current Joint Powers Agreement.					



BETTY T. YEE
California State Controller

February 14, 2020

County Auditors
Transportation Planning Agencies
County Transportation Commissions
San Diego Metropolitan Transit System

SUBJECT: Low Carbon Transit Operations Program

Pursuant to Health and Safety Code section 39719(b)(1)(B), the State Controller's Office shall allocate five percent of the annual proceeds from the Greenhouse Gas Reduction Fund to the Low Carbon Transit Operations Program. The allocation is made according to the requirements of the Low Carbon Transit Operations Program and pursuant to the distribution formula in sections 99312(b) or (c), 99313, and 99314 of the Public Utilities Code. Enclosed is a schedule that provides the amounts available for the Fiscal Year 2019-20 Low Carbon Transit Operations Program.

Please contact John Bodolay by telephone at (916) 323-2154 or by email at jbodolay@sco.ca.gov with any questions or for additional information.

Sincerely,

Original Signed By

EVELYN CALDERON-YEE
Bureau Chief
Bureau of Payments

Enclosures

STATE CONTROLLER'S OFFICE
LOW CARBON TRANSIT OPERATIONS PROGRAM
ELIGIBLE ALLOCATION FISCAL YEAR 2019-2020 SUMMARY

<u>Regional Entity</u>	PUC 99313 Fiscal Year 2019-20 Eligible Allocation	PUC 99314 Fiscal Year 2019-20 Eligible Allocation	Total Fiscal Year 2019-20 Eligible Allocation
	A	B	C= (A + B)
Metropolitan Transportation Commission	\$ 14,236,650	\$ 39,052,475	\$ 53,289,125
Sacramento Area Council of Governments	3,556,046	1,270,989	4,827,035
San Diego Association of Governments	1,773,052	425,204	2,198,256
San Diego Metropolitan Transit System	4,357,667	1,870,727	6,228,394
Tahoe Regional Planning Agency	193,768	7,884	201,652
Alpine County Transportation Commission	2,125	75	2,200
Amador County Transportation Commission	70,043	2,790	72,833
Butte County Association of Governments	414,227	23,204	437,431
Calaveras County Local Transportation Commission	82,523	1,090	83,613
Colusa County Local Transportation Commission	40,454	1,365	41,819
Del Norte County Local Transportation Commission	50,119	1,947	52,066
El Dorado County Local Transportation Commission	312,182	21,999	334,181
Fresno County Council of Governments	1,862,455	217,303	2,079,758
Glenn County Local Transportation Commission	53,285	1,473	54,758
Humboldt County Association of Governments	247,536	69,110	316,646
Imperial County Transportation Commission	348,014	28,889	376,903
Inyo County Local Transportation Commission	34,008	0	34,008
Kern Council of Governments	1,676,295	119,687	1,795,982
Kings County Association of Governments	281,149	12,615	293,764
Lake County/City Council of Governments	119,021	7,066	126,087
Lassen County Local Transportation Commission	55,147	2,119	57,266
Los Angeles County Metropolitan Transportation Authority	18,754,971	24,472,914	43,227,885
Madera County Local Transportation Commission	291,806	6,861	298,667
Mariposa County Local Transportation Commission	33,048	882	33,930
Mendocino Council of Governments	162,805	13,298	176,103
Merced County Association of Governments	517,501	47,245	564,746
Modoc County Local Transportation Commission	17,563	1,507	19,070
Mono County Local Transportation Commission	24,905	38,566	63,471
Transportation Agency for Monterey County	814,702	282,124	1,096,826
Nevada County Local Transportation Commission	180,904	9,917	190,821
Orange County Transportation Authority	5,894,239	1,915,245	7,809,484
Placer County Transportation Planning Agency	570,541	81,877	652,418
Plumas County Local Transportation Commission	36,178	2,795	38,973
Riverside County Transportation Commission	4,463,207	749,356	5,212,563
Council of San Benito County Governments	113,945	2,177	116,122
San Bernardino County Transportation Authority	4,009,737	736,151	4,745,888
San Joaquin Council of Governments	1,409,104	365,135	1,774,239
San Luis Obispo Area Council of Governments	512,864	38,561	551,425
Santa Barbara County Association of Governments	831,492	230,047	1,061,539
Santa Cruz County Transportation Commission	502,764	466,630	969,394
Shasta Regional Transportation Agency	326,992	21,321	348,313
Sierra County Local Transportation Commission	5,877	274	6,151
Siskiyou County Local Transportation Commission	81,548	2,643	84,191
Stanislaus Council of Governments	1,022,410	62,626	1,085,036
Tehama County Transportation Commission	117,770	2,349	120,119
Trinity County Transportation Commission	25,037	1,100	26,137
Tulare County Association of Governments	876,339	76,167	952,506
Tuolumne County Transportation Council	99,850	3,106	102,956
Ventura County Transportation Commission	1,566,795	261,774	1,828,569
State Totals	\$ 73,030,660	\$ 73,030,659	\$ 146,061,319

**STATE CONTROLLER'S OFFICE
LOW CARBON TRANSIT OPERATIONS PROGRAM
FISCAL YEAR 2019-2020 PUC 99314 ALLOCATION DETAIL**

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Fiscal Year 2019-20 Eligible Allocation</u>
Nevada County Local Transportation Commission		
County of Nevada	390,192	5,453
City of Truckee	319,369	4,464
Regional Entity Totals	<u>709,561</u>	<u>9,917</u>
Orange County Transportation Authority		
City of Laguna Beach	2,405,038	33,613
Orange County Transportation Authority	86,018,663	1,202,190
Regional Entity Subtotals	<u>88,423,701</u>	<u>1,235,803</u>
Orange County Transportation Authority - Corresponding to SCRRA***	NA	679,442
Regional Entity Totals	<u>88,423,701</u>	<u>1,915,245</u>
Placer County Transportation Planning Agency		
City of Auburn	21,850	305
County of Placer	4,593,182	64,195
City of Roseville	1,243,374	17,377
Regional Entity Totals	<u>5,858,406</u>	<u>81,877</u>
Plumas County Local Transportation Commission		
County of Plumas	112,493	1,572
County Service Area 12 - Specialized Service	87,506	1,223
Regional Entity Totals	<u>199,999</u>	<u>2,795</u>
Riverside County Transportation Commission		
City of Banning	215,749	3,015
City of Beaumont	239,445	3,346
City of Corona	372,538	5,207
Palo Verde Valley Transit Agency	119,828	1,675
City of Riverside - Specialized Service	443,069	6,192
Riverside Transit Agency	16,090,992	224,887
Sunline Transit Agency	12,451,750	174,024
Regional Entity Subtotals	<u>29,933,371</u>	<u>418,346</u>
Riverside County Transportation Commission - Corresponding to SCRRA***	NA	331,010
Regional Entity Totals	<u>29,933,371</u>	<u>749,356</u>
Council of San Benito County Governments		
San Benito County Local Transportation Authority	155,747	2,177
San Bernardino County Transportation Authority		
Morongo Basin Transit Authority	1,119,708	15,649
Mountain Area Regional Transit Authority	462,522	6,464
City of Needles	52,876	739
Omnitrans	22,013,739	307,663
Victor Valley Transit Authority	4,530,447	63,317
Regional Entity Subtotals	<u>28,179,292</u>	<u>393,832</u>
San Bernardino County Transportation Authority - Corresponding to SCRRA***	NA	342,319
Regional Entity Totals	<u>28,179,292</u>	<u>736,151</u>

 *** The estimated available amounts to the member agencies of Southern California Regional Rail Authority are included with their corresponding transportation planning agency

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

Nevada County • Truckee

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director 

SUBJECT: Executive Director's Report for the March 2020 Meeting

DATE: March 18, 2020

ZERO TRAFFIC FATALITIES TASK FORCE

AB 2363 (Friedman – Statutes of 2018) added Chapter 8 to Division 2 of the California Vehicle Code, requiring the Secretary of Transportation to establish and convene the Zero Traffic Fatalities Task Force, on or before July 1, 2019. In addition, AB 2363 required the Secretary of Transportation to prepare and submit a report of findings based on the efforts of this task force by January 1, 2020.

I had the opportunity to represent NCTC and the Rural Counties Task Force on the Zero Traffic Fatalities Task Force. The Task Force had membership of 25 people representing rural and urban; southern, central, and northern California; advocacy groups, and engineering and traffic safety specialists.

The report prepared by the Task Force includes a detailed analysis of the following topics:

1. The existing process for establishing speed limits, including a detailed discussion on where speed limits are allowed to deviate from the 85th percentile.
2. Existing policies on how to reduce speeds on local streets and roads.
3. A recommendation as to whether an alternative to the use of the 85th percentile as a method for determining speed limits should be considered, and if so, what alternatives should be studied.
4. Engineering recommendations on how to increase vehicular, pedestrian, and bicycle safety.
5. Additional steps that can be taken to eliminate vehicular, pedestrian, and bicycle fatalities on the road.
6. Existing reports and analyses on calculating the 85th percentile at the local, state, national, and international levels.
7. Usage of the 85th percentile in urban and rural settings.
8. How local bicycle and pedestrian plans affect the 85th percentile.

The report presents 27 recommendations for policy consideration in the following categories:

- Establishing Speed Limits – 13
- Engineering – 9
- Enforcement – 4
- Education – 1

Some of the recommendations that are likely to be of high interest to rural counties are shown below:

CS-1 Develop and implement a new roadway-based context sensitive approach to establish speed limits that prioritizes the safety of all road users. This approach should be based on how a street is used and by whom, how protected non-motorized users are from vehicles, how likely it is that there will be a conflict between vehicles and other street users, and how likely it is that a collision will result in a fatal or serious injury.

Possible implementation steps may include convening an expert advisory group in 2020 to evaluate national and international data-driven approaches to establishing speed limits; examine evidence-based research; and solicit public input and comment.

Note: This is a long-term recommendation. In contrast, the recommendations regarding changes to the speed-limit-setting process are short-term.

CS-3 Revise traffic survey procedures to specifically require consideration be given to bicyclist and pedestrian safety and develop guidance to describe how to consider bicyclist and pedestrian safety in a traffic survey.

CS-5 Increase the reduction allowance for posted speed limits to allow greater deviations from the 85th percentile speed. Currently, the posted speed may only be reduced by 5 mph from the nearest 5 mph increment of the 85th percentile speed. Classes of locations where the posted speed may be reduced further should include:

- High Injury Networks (HIN). Steps to implement include developing a statewide definition of a HIN. Possible criteria may include:
 - A minimum of three years of the most current crash data
 - Weighting of fatal and serious injury crashes
 - Weighting of crashes that occurred in disadvantaged communities

The resultant HIN should: identify specific locations with high crash concentrations; identify corridor-level segments with a pattern of crash reoccurrence; and be able to be stratified by mode.

- Areas adjacent to land uses and types of roadways that have high concentrations of vulnerable road users. Steps to implement include defining vulnerable populations (e.g., pedestrians, bicyclists, scooter users, transit users, seniors, children) and developing criteria to identify eligible streets (e.g., streets close to transit centers, homeless shelters, urban parks/playgrounds, and healthcare facilities as well as types of streets like bicycle boulevards and neighborhood greenways).

CS-9 Allow for a traffic survey to retain the existing speed limit (or revert to one determined in a prior traffic survey) unless a registered engineer determines that significant design changes have been made to the roadway since completion of the last traffic survey with the specific intent of increasing the safe operating speed.

Currently, if a speed survey shows that vehicle operating speeds have increased, agencies must raise the posted speed limit even if the roadway design has not changed, contributing to speed creep over time.

The full report can be viewed at:

<https://calsta.ca.gov/subject-areas/enforcement-and-safety/zero-traffic-fatalities>

Assemblymember Friedman, the author of AB 2363, was quoted in StreetsBlog, a web-based magazine, “Hopefully this report will finally give the legislature an incentive to change the way we set speed limits going forward.” She is in discussion with staff and other legislators on upcoming legislation. “We’re still going through the report, but we will be introducing bills soon.” She indicated that legislators have to decide which issues to tackle first, and whether to put them together in a single bill or spread them out.

SR 49 CORRIDOR PLAN AND ROADSIDE SAFETY AUDIT

Caltrans District 3, in cooperation with NCTC and Placer County Transportation Planning Agency (PCTPA), has launched a coordinated effort to identify and seek funding for improvements in the SR 49 corridor between Auburn and Grass Valley. Information developed during this coordinated effort will be disseminated through a Highway 49 Roadside Safety Audit Communication Plan (see attached). In addition to the participants identified in the Highway 49 Roadside Safety Audit Communication Plan, NCTC has reached out to state and federal legislators.

The first phase of this effort was the completion of a “Roadside Safety Audit” during the week of February 16th through the 22nd. Road Safety Audits/Assessments (RSAs) are a valuable tool used to evaluate road safety issues and to identify opportunities for improvement. The Federal Highway Administration (FHWA) defines an RSA as a “formal safety performance evaluation of an existing or future road or intersection by an independent, multidisciplinary team.”

Members of the SR 49 Roadside Safety Audit team included Caltrans Maintenance, Traffic Operations and Safety staff, representatives of California Highway Patrol, Federal Highway Administration (FHWA), NCTC, PCTPA, and representatives of Fehr and Peers, a transportation planning consulting firm. The audit team reviewed accident data (see attached) and observed conditions throughout the corridor from Auburn to Grass Valley. Following the observation of operating conditions, the audit team identified problems/issues, potential safety treatments, and a long-term vision for the facility. The corridor was divided into four segments: 1) I-80 to Dry Creek Road, 2) Dry Creek Road to Wolf Road/Combie Road, 3) Wolf Road/Combie Road to La Barr Meadows Road, 4) La Barr Meadows Road to McKnight Way.

The information compiled by the safety audit team will be released in a draft report during April 2020. Following review and comment on the draft report, a final report will be prepared during May 2020. The report will identify Near-Term (0-2 years) and Mid-Term (2-10 years) improvements for the corridor.

Following completion of the roadside safety audit report, the SR 49 Corridor System Management Plan (CSMP) will be updated and expanded to encompass both Nevada and Placer counties. Caltrans will begin work on the update in June 2020, and it is expected that the document would be completed by January 2021.

NCTC staff have scheduled a meeting of the SR 49 Stakeholders Committee on March 25th at 2:00 p.m. in the Grass Valley CHP classroom to update the committee members about this Roadside Safety Audit.

Communication Plan

Highway 49 Roadside Safety Audit



Placer County
Transportation
Planning Agency

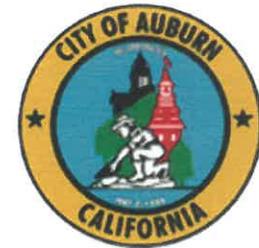


Dan
Landon



Technical
Leadership

Mike
Woodman



Executive
Leadership



Ed
Scofield

Dan
Miller



Political
Leadership



Public
Stakeholder
Engagement

Kena
Sannar

HIGHWAY 49 FATAL COLLISIONS

2015-2019



ACCIDENT TYPE	NUMBER
CROSS CENTERLINE/HEAD-ON	26
SIDE SWIPE	85
REAR END	260
OVERTURN	19
BROADSIDE	94
PEDESTRIAN	3
HIT OBJECT	101
OTHER	51
TOTAL (2015 - 2019)	639





March 2020
Caltrans District 3 Project Status Report

Highway 20		
2F590 Smartsville	CO-RTE-PM	YUB - 20 - 20.1/21.7
	Location	Near Lake Wildwood, from 0.4 mile east of McGanney Lane to Mooney Flat Road.
	Description	Safety - Shoulder widening and curve improvements.
	Funding Source	SHOPP - Safety (015)
	Total Cost	\$28,780,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Target Completion November 2020	
0H690 NEV/PLA Turnouts	CO-RTE-PM	NEV - 20 - 25.15 (+ other various locations in other counties)
	Location	In Nevada county on Route 20 and Placer county on Route 193 at various locations.
	Description	Construct Turnouts
	Funding Source	SHOPP - Operational Improvements (310)
	Total Cost	\$2,420,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion September 2020.
Construction	Construction is expected to begin Summer 2021. Target completion October 2021.	
2H62U Omega Curve Correction (2H620) (0H240) (1H810)	CO-RTE-PM	NEV - 20 - 29.7/39.8
	Location	In Nevada County, near Omega, from 0.1 mile east of White Cloud Campground to 1.3 miles west of Zeibright Road.
	Description	Curve improvement, widen shoulders, and add turnout.
	Funding Source	SHOPP - Safety (010) and Operational Improvements (310)
	Total Cost	\$55,319,000
	Planning	COMPLETE
	Environmental	Target completion May 2020. We are working closely with the US Forest Service. New alignment is established. Environmental studies are nearly complete. Numerous cultural resources will be impacted. Draft Environmental Document is expected to be circulated to the public in February 2020.
	Design	Target completion June 2021.
Construction	Cosntruction is expected to begin Summer 2022. Target completion November 2023.	
0H660 Special Ops	CO-RTE-PM	NEV - 20 - 25.8/32.2
	Location	Near Nevada City and Junction House, from east of Conservation Road (Washington Ridge Road) to east of Washington Road.
	Description	Operational Improvements - Widen for left-turn pockets and roadway turnouts.
	Funding Source	SHOPP - Operational Improvements (310)
	Total Cost	\$3,390,000
	Planning	COMPLETE
	Environmental	Target completion May 2020. The project is in the early stages of preliminary design and environmental studies.
	Design	Target completion March 2021.
Construction	Construction is expected to begin late Summer 2021. Target completion December 2022.	
4H070 Gold Nugget	CO-RTE-PM	NEV - 20 - 12.2/20.0
	Location	In and near Grass Valley and Nevada City, from RTE 20/49 SEP (Br#17-0049) to Rim Rock Lane.
	Description	Repair pavement, drainage, sign panels, ADA facilities, and roadside planting & irrigation. Install new storm water improvement, Maintenance Vehicle Pullouts (MVPs), and shoulder widening.
	Funding Source	SHOPP - Asset Management (120)
	Total Cost	\$20,227,000
	Planning	COMPLETE
	Environmental	Target completion August 2021.
	Design	Target completion October 2022.
Construction	Target completion December 2023.	
Highway 49		
3H340 Electrical Upgrades	CO-RTE-PM	NEV - 49 - VAR
	Location	In Nevada County on Route 49, at various locations.
	Description	Safety - Install flashing beacons at Alta Sierra Drive intersection, upgrade intersection lighting at Brewer Road
	Funding Source	SHOPP - Minor B
	Total Cost	\$169,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Target completion November 2020.	



March 2020
Caltrans District 3 Project Status Report

0H210 Culvert Rehab (South)	CO-RTE-PM	NEV - 49 - 0.0/7.5
	Location	From Placer County Line to North of Lime Kiln Rd.
	Description	Culvert rehabilitation.
	Funding Source	SHOPP - Drainage (151) **SB1**
	Total Cost	\$5,992,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion October 2020.
4E170 Nev-49 Corridor Improvement Project	Construction	Construction is expected to begin Summer 2021. Target completion December 2021.
	CO-RTE-PM	NEV - 49 - 11.1/13.3
	Location	In Nevada County, from La Bar Meadows Road to McKnight Way.
	Description	Widen SR 49 to a four-lane highway with a continuous median/left-turn lane and 8-foot shoulders.
	Funding Source	STIP - RIP (NCTC)
	Total Cost	\$75,106,000
	Planning	COMPLETE
	Environmental	Target completion July 2020. Caltrans is moving forward with traffic studies and cultural studies to complete the environmental document. Caltrans will have another public meeting after the Draft Environmental Document is complete (approx February 2020) to present the alternatives to the public for comment and a preferred alternative will be selected. FUNDING OPPORTUNITIES: Caltrans is continuing to pursue full funding for a SHOPP safety project (3H510) within these same limits which would add a two way left turn lane in the center and a truck climbing lane going North. If additional funding can be secured, the hope is that the SHOPP funding could be contributed to the ultimate project. By continuing with PA&ED studies and PS&E design, we will put ourselves into a more competitive position to apply for grant funding opportunities.
3H510 Nev-49 Corridor Improvement Project (SHOPP)	Design	Target completion June 2024.
	Construction	Target completion November 2027.
	CO-RTE-PM	NEV - 49 - 10.8/13.3
	Location	In Nevada County, from La Bar Meadows Road to McKnight Way.
	Description	Widen shoulders, construct two way left turn lane (TWLTL), SB right turn lane, and NB truck climbing lane, install transportation management system (TMS) elements, rehab pavement, and rehab culverts.
	Funding Source	SHOPP - Safety (015)
	Total Cost	\$52,840,000
	Planning	This project is waiting to be programmed into the 2022 SHOPP.
3H640 Wolf/Combie	Environmental	Target completion September 2022.
	Design	Target completion June 2024.
	Construction	Target completion November 2027.
	CO-RTE-PM	NEV - 49 - 1.5/2.6
	Location	In Nevada County, on Route 49, from 0.18 mile south of Wolf Road/Combie Road to 0.17 mile north of Wolf Road/Combie Road.
	Description	Safety - Construct acceleration lanes.
	Funding Source	SHOPP - Safety (010)
	Total Cost	\$3,910,000
3H650 Round Valley	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
	Construction	Construction is expected to begin Spring 2020. Target completion October 2020.
	CO-RTE-PM	NEV - 49 - 8.3/8.7
	Location	In Nevada County on Route 49 from 0.1 mile south of Round Valley Road to 0.1 mile north of Quail Creek Drive.
	Description	Safety - Construct two-way left-turn lane.
	Funding Source	SHOPP - Safety (010)
4H600 49 Safety Barrier	Total Cost	\$4,210,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion May 2020.
	Construction	Construction is expected to begin late Summer 2020. Target completion November 2021.
	CO-RTE-PM	PLA - 49 - 8.7/10.6
	Location	In Placer County on Route 49 from 0.2 miles south of Lorenson Road to 0.4 miles north of Lone Star Road.
	Description	Construct concrete median barrier with roundabouts.
4H600 49 Safety Barrier	Funding Source	SHOPP - Safety (010)
	Total Cost	\$25,000,000
	Planning	COMPLETE
	Environmental	Target completion January 2021
	Design	Target completion May 2022.
	Construction	Target completion August 2024.



March 2020
Caltrans District 3 Project Status Report

Interstate 80		
1G580 Pla-Nev 80 Rutting	CO-RTE-PM	Pla/Nev - 80 - 0.0/0.0
	Location	In Placer and Nevada Counties in and near Truckee from Troy Undercrossing to 0.1 mile East of Donnor Pass.
	Description	Pavement Preservation
	Funding Source	MAINTENANCE
	Total Cost	\$6,757,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
4F600 Replace MBGR	CO-RTE-PM	NEV - 80 - 0.0/20.0
	Location	Near Truckee from east of Kingvale Undercrossing to 0.2 mile west of Union Mills Bridge and Overhead 17-58.
	Description	Remove metal beam guard rail and replace with concrete barrier.
	Funding Source	SHOPP - Safety (015)
	Total Cost	\$14,763,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
2H550 Zero Emission Vehicle (ZEV) Charging Stations	CO-RTE-PM	VAR - VAR - VAR
	Location	In Glenn, Colusa and Nevada Counties at Various Locations. One location is at the Donner Safety Roadside Rest Area (SRRA).
	Description	In response to the Governor's order, this project proposes to install ZEV charging stations at select SRRA's.
	Funding Source	SHOPP - Misc (999)
	Total Cost	\$2,865,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
3F250 Slope Stabilization	CO-RTE-PM	NEV - 80 - 29.1/29.4
	Location	Near Truckee from east of Floriston Road to west of Farad Undercrossing.
	Description	Stabilize cut slope.
	Funding Source	SHOPP - Roadway Preservation (150)
	Total Cost	\$12,665,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
1H010 Slope Stabilization	CO-RTE-PM	NEV - 80 - 28.3/28.7
	Location	Near Truckee from .2 mile east of Truckee River Bridge to .8 mil west of Farad U/C.
	Description	Construct rockfall wire mesh drapery, flatten cut slope, construct rockfall barrier, rehab drainage.
	Funding Source	SHOPP - Roadway Preservation (150)
	Total Cost	\$14,390,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion October 2020.
2H000 Slope Stabilization	CO-RTE-PM	NEV - 80 - 29.5/29.7
	Location	Near Truckee, from Farad UC (Br#17-0064) to 2.17 miles west of Sierra Co. Line.
	Description	Reduce maintenance worker exposure and reduce rockfall hazard to freeway traffic at this cut slope location.
	Funding Source	SHOPP - Roadway Preservation (150)
	Total Cost	\$5,570,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion October 2020.
Construction	Construction is expected to begin Spring 2021. Target completion December 2021.	



March 2020
Caltrans District 3 Project Status Report

2H690 Slope Stabilization	CO-RTE-PM	NEV - 80 - 31.4/31.8
	Location	Near Truckee, 1.88 miles east of Farad UC (Br# 17-0064) to the Sierra County Line.
	Description	Rockfall Mitigation
	Funding Source	SHOPP - Roadway Preservation (150)
	Total Cost	\$8,730,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion October 2021.
Construction	Construction is expected to begin Summer 2022. Target completion May 2024.	
3H560 Yuba Pass SOH Bridge Replacement	CO-RTE-PM	NEV - 080 - 59.40/59.50
	Location	In Nevada County near Emigrant Gap at the Yuba Pass Separation OH Bridges (Br#17-0023L/R).
	Description	Replace bridges, widen WB direction for truck climbing lane, install TMS elements and communications.
	Funding Source	SHOPP - Bridge Rehabilitation (110)
	Total Cost	\$101,780,000
	Planning	COMPLETE
	Environmental	Target completion December 2021.
	Design	Target completion August 2023.
Construction	Target completion October 2028.	
1H990 Soda Pavement Repair	CO-RTE-PM	VAR - VAR - VAR
	Location	In Placer and Nevada Counties near Soda Springs from Troy Rd UC to East of Soda Springs OC.
	Description	Repair distressed pavement and design to current standards.
	Funding Source	SHOPP -Pavement Preservation and Rehabilitation, Drainage System Restoration, Safety Signs and Lighting (121, 122, 151, 170)
	Total Cost	\$85,590,000
	Planning	COMPLETE
	Environmental	Target completion February 2022.
	Design	Target completion September 2023.
Construction	Target completion July 2026.	
3H580 Acid Flats	CO-RTE-PM	NEV - 080 - 27.60/28.50
	Location	In Nevada County near Floriston at Truckee River Bridges (Br#17-0063L/R).
	Description	Replace bridges, install fiber optic and RWIS.
	Funding Source	SHOPP - Bridge Rehabilitation and Replacement (110)
	Total Cost	\$74,720,000
	Planning	COMPLETE
	Environmental	Target completion January 2024.
	Design	Target completion February 2027.
Construction	Target completion October 2029.	
1H180 Rumble Strips	CO-RTE-PM	NEV - 80 - 13.00/15.50
	Location	In Truckee from west of Donner Park OC (BR#17-0045) to Trout Creek UC (BR#17-0031).
	Description	Pavement Rehabilitation.
	Funding Source	SHOPP Pavement Rehabilitation (122)
	Total Cost	\$20,585,000
	Planning	COMPLETE
	Environmental	Target completion December 2021.
	Design	Target completion August 2023.
Construction	Target completion August 2024.	

Highway 89

Highway 174

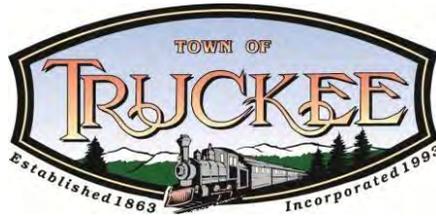
4F370 Hwy 174 Safety Improvement Project	CO-RTE-PM	NEV - 174 - 2.7/4.6
	Location	In Nevada County, near Rollins Lake, from Maple Way to You Bet Road.
	Description	Safety - This project proposes to realign curves, widen shoulders, add a left turn lane at Greenhorn Access Rd.,
	Funding Source	SHOPP - Safety (010)
	Total Cost	\$29,603,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Construction contract approved February 2020.	



March 2020
Caltrans District 3 Project Status Report

3F680 ADA Upgrades	CO-RTE-PM	NEV - 174 - 9.7/10.1
	Location	In Grass Valley from Park Street to Highway 20.
	Description	Upgrade ADA infrastructure including curb ramps, cross slopes, driveways, etc.
	Funding Source	SHOPP - ADA (361)
	Total Cost	\$4,950,000
	Planning	COMPLETE
	Environmental	Target completion April 2020 .
	Design	N/A because of relinquishment
4H550 High Friction Surface Treatment	CO-RTE-PM	NEV - 174 - 0.1/0.6 (+ other various locations in other counties)
	Location	Various (the Nevada County location is on SR 174 just North of the Bear River Bridge)
	Description	Place HFST and/or OGAC at various locations.
	Funding Source	SHOPP - Safety (010)
	Total Cost	\$2,600,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Construction contract approved October 2019. Target completion October 2020.	

Other



M E M O R A N D U M

Date: March 2, 2020
 To: Nevada County Transportation Commission
 From: Kelly Beede, Administrative Analyst II
 Subject: Truckee TART Activity 4th Qtr FY18/19 & 1st & 2nd Qtrs FY19/20

We have been busy at Truckee TART since the last update in July 2019 and our ridership continues to grow! As shown below, overall Fixed Route ridership increased 32% in FY 18/19 from the prior year and Dial-A-Ride (DAR) increased nearly 16%. Fixed Route ridership in June 2019 had the highest usage of the 18/19 fiscal year at an impressive 114.3% increase! On Dial-A-Ride, we also saw impressive monthly ridership usage with March 2019 having the highest at a 64.3% increase over the prior year. As you may recall, the Town implemented free fares in July 2018.

Truckee TART Ridership Comparison													
<u>Fixed Route</u>	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
FY 18/19	1,501	1,538	941	998	754	1,780	3,038	1,817	1,420	922	1,054	1,292	17,055
FY 17/18	1,069	1,260	584	564	392	1,620	2,677	2,093	974	573	511	603	12,920
% Change	40.4%	22.1%	61.1%	77.0%	92.3%	9.9%	13.5%	-13.2%	45.8%	60.9%	106.3%	114.3%	32.0%
<u>Dial-A-Ride</u>	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
FY 18/19	512	760	513	607	577	505	552	527	728	618	634	638	7,171
FY 17/18	633	716	573	450	433	430	438	477	443	501	564	540	6,198
% Change	-19.1%	6.1%	-10.5%	34.9%	33.3%	17.4%	26.0%	10.5%	64.3%	23.4%	12.4%	18.1%	15.7%
<u>Total System</u>	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
FY 18/19	2,013	2,298	1,454	1,605	1,331	2,285	3,590	2,344	2,148	1,540	1,688	1,930	24,226
FY 17/18	1,702	1,976	1,157	1,014	825	2,050	3,115	2,570	1,417	1,074	1,075	1,143	19,118
% Change	18.3%	16.3%	25.7%	58.3%	61.3%	11.5%	15.2%	-8.8%	51.6%	43.4%	57.0%	68.9%	26.7%

Ridership in the first two quarters of FY 2019/20 did not disappoint due in part to expanding and adding services. Fixed Route ridership is up 45%! Our DAR program is up 14.3% with a systemwide ridership increase of 35.3%. In November 2019, the Town expanded Fixed Route hours from 9am-5pm six days per week to 7am-7pm seven days per week. We start one hour earlier in the morning during the winter. Our Fixed Route is now a year-round daily operation!

The Donner Summit Winter Shuttle program was terminated this year at the request of the Donner Summit Resorts given the challenges of service interruption when I-80 and Old Hwy 40 were closed due to winter weather conditions. Given that Summit Resorts now provide housing on-site, the Summit Resorts are providing their own internal transportation for employees and guests with service provided to Truckee on an as needed basis. With the Donner Summit Winter Shuttle now operated by the Donner Summit Resorts, we were able to start a new service.

The new Truckee TART Regional Night Service operates seven days per week between Truckee and the Northstar and Squaw Valley resorts from 6:00 P.M. to 11:30 P.M. The Town kicked off a pilot service this winter and we are seeing impressive ridership for a new service of this type in a rural community. From December 12, 2019 through January 31, 2020, there were 2,105 one-way passenger trips with 489 transfers between this new service and the Placer County Regional TART service, which speaks to the importance of the regional connections for our riders. Placer County Regional TART provides service between North Lake Tahoe and Truckee from 7:00 A.M. to 6:00 P.M. and provides night service to the resorts but not to Truckee. This new Truckee TART Regional Night Service bridges a gap in the regional transportation system by providing a connection that previously did not exist in the evening. There is now a full regional connection between North Lake Tahoe and Truckee from 7:00 A.M. to 11:30 P.M. Based on empirical data the majority of riders are employees who were able to take Placer County Regional TART to work from Truckee but had to find other transportation options (such as hitchhiking, riding bike, walking, ride from friend or family, etc.) home prior to this new night service. The Town plans to conduct comprehensive on-board passenger surveys in March.



We had another successful Truckee Thursdays and July 4th Parade Shuttles program with 12,621 one-way passenger trips provided over the 12 days of service; a 9% increase over last year. Provision of the shuttles significantly reduce traffic and air quality impacts by discouraging roughly 500 cars each event day from parking in Downtown. This program costs just over \$51,000 and 98% of the funding is supported through our local partner contributions (Airport, Truckee TBID, Northstar).



The Transit Center Relocation Feasibility Study is coming along. As mentioned in the last update, the current transit center located at the Train Depot is often beyond capacity for transit vehicles (TART, Greyhound, Amtrak, etc.). The Town of Truckee TART and Placer County TART Long Range Transit Plans identify increased transit services that would require additional vehicles. As these transit enhancements are implemented the existing Train Depot site will not be able to support the transit improvements or the increased passenger activity. Town Staff and the Project Advisory Committee (PAC) initially identified 15 potential sites around the Truckee Community including expanding the existing site at the Train Depot. A site selection process based on relevant criteria was conducted by the Project Consultant Team, Town Staff and the PAC. The three conceptual illustrative site designs below (including expanding the current location at the Train Depot) are the result of the site selection process. As community input is a key factor in the final project selection, we are now taking these three sites out to the community for their vote. For folks who cannot attend our community workshops, we have provided a voting option on the project website: www.TruckeeTransitCenter.com.

Following the site designs is the Truckee TART Performance Report. This report is updated with the new Truckee TART Regional Night Service data including the transfers between our new service and the Placer County Night Service. As reflected in the report, our farebox recovery ratio is 17.79%, well above the 10% minimum requirement.

Please contact me (kbeede@townoftruckee.com) with any questions or comments. Thank you.

SITE FACTS

Utilizing the existing footprint at the current Depot Transit Center on Donner Pass Road, the proposed design relies on a sawtooth bus loading and unloading design along the street frontage of the parcel.

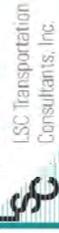
With bus loading happening along the street, there is constrained space to include the planned cycle lanes along Donner Pass Road. Overall, circulation is tight with this design, however, the future bus demands are fulfilled in this design.

PROPOSED BUS CAPACITY: 8
 EXISTING BUS CAPACITY: 4
 PARKING COUNT: 39 SPACES
 EXISTING PARKING COUNT: 79 SPACES



Concept Designs
 Truckee Transit Center
 Relocation Feasibility Study

DEPOT SITE OPTION



SITE FACTS

The RAILYARD Parking site creates a transit destination within the current downtown area. With planned commercial developments surrounding the Transit Center, this site will be ideally located in a future commercial hub.

Bus loading areas utilize a sawtooth arrangement along Donner Pass Rd and internally within the parking area.

PROPOSED BUS CAPACITY: 8
 EXISTING BUS CAPACITY: 0
 PARKING COUNT: 79 SPACES
 EXISTING PARKING COUNT: 94 SPACES
 SIZE: 54,012 SQFT (1.24 ACRES)



PLANNED
 COMMERCIAL
 DEVELOPMENT

PLANNED
 COMMERCIAL
 DEVELOPMENT

PARKING

ONE WAY

PARKING

PARKING

ONE WAY

RAILROAD TRAIL

TRANSIT CENTER



LSC Transportation
 Consultants, Inc.

GREEN DOT
TRANSPORTATION

N NELSON
 NYGAARD

DESIGNWORKSHOP

RAILYARD PARKING SITE

CONCEPT DESIGN FOR THE RAILYARD PARKING SITE, TRUCKEE TRANSIT CENTER, TRUCKEE, CALIFORNIA

Concept Designs

Truckee Transit Center
 Relocation Feasibility Study

SITE FACTS

The North Balloon Track Transit Center creates a transit destination just outside of the current downtown area. With planned commercial developments for the Balloon Track, the Transit Center on the western most parcel will be ideally located in a future commercial hub.

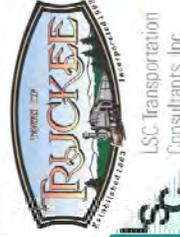
Bus loading areas utilize the half-moon shape of the western edge of the parcel. A flexible drop-off space along Church Street will serve ride shares, while providing additional bus loading when future demands become greater than 6 vehicles, or during special events.

PROPOSED BUS CAPACITY: 8
EXISTING BUS CAPACITY: 0
PARKING COUNT: 70 (LIFE PLANNED)
PARKING WITHIN THIS DISTRICT TO ALSO SERVE THE PROPOSED TRANSIT CENTER
SIZE: 28,633 SQFT (0.91 ACRES)



GREEN DOT
TRANSPORTATION SOLUTIONS

N NELSON NYGAARD
DESIGNWORKSHOP



NORTH BALLOON TRACK OPTION

Concept Designs
 Truckee Transit Center
 Relocation Feasibility Study

FY 2019/2020 TRUCKEE TART DATA BY MONTH								
	JULY	AUGUST	SEPTEMBER	Totals 1st Qtr	OCTOBER	NOVEMBER	DECEMBER	Totals 2nd Qtr
FAREBOX REVENUE								
Fares	\$350.90	\$346.00	\$299.00	\$995.90	\$381.00	\$210.00	\$257.00	\$848.00
Partner Contributions	\$14,308.17	\$14,308.17	\$14,308.17	\$42,924.50	\$14,308.17	\$14,308.17	\$14,308.17	\$42,924.50
Total Farebox Revenue	\$14,659.07	\$14,654.17	\$14,607.17	\$43,920.40	\$14,689.17	\$14,518.17	\$14,565.17	\$43,772.50
HOURS								
Revenue Hours- Fixed Route	216.13	217.25	202.25	635.63	217.23	266.67	401.43	885.33
Revenue Hours- Fixed Route - Winter	0.00	0.00	0.00	0.00	0.00	0.00	105.52	105.52
Revenue Hours- Northstar Night	0.00	0.00	0.00	0.00	0.00	0.00	105.52	105.52
Revenue Hours- Squaw Valley Night	0.00	0.00	0.00	0.00	0.00	0.00	93.72	93.72
Revenue Hours- DAR	299.08	312.22	280.88	892.18	326.82	275.15	257.78	859.75
Total Revenue Hours	515.22	529.47	483.13	1527.82	544.05	541.82	858.45	1944.32
Non-revenue (Deadhead) Hours - Fixed	23.43	21.65	21.32	66.40	25.97	24.30	30.82	81.08
Non-Revenue Hours- Northstar Night	0.00	0.00	0.00	0.00	0.00	0.00	11.75	11.75
Non-Revenue Hours- Squaw Valley Night	0.00	0.00	0.00	0.00	0.00	0.00	12.15	12.15
Non-revenue (Deadhead) Hours - DAR	52.62	53.18	40.75	146.55	49.25	60.23	59.48	168.96
Total Deadhead Hours	76.05	74.83	62.07	212.95	75.21	84.53	114.20	273.95
System Total Hours	591.27	604.30	545.20	1740.77	619.26	626.35	972.65	2218.26
MILES								
Revenue Miles- Fixed Route	3,635	3,921	3,624	11,180	3,907	4,697	7,159	15,763
Revenue Miles- Northstar Night	0	0	0	0	0	0	1,752	1,752
Revenue Miles- Squaw Valley Night	0	0	0	0	0	0	2,192	2,192
Revenue Miles- DAR	4,147	4,693	4,023	12,863	4,386	3,622	3,443	11,451
Total Revenue Miles	7,782	8,614	7,647	24,043	8,293	8,319	14,546	31,158
Non-revenue (Deadhead) Miles - Fixed	186	260	194	640	275	271	264	810
Non-revenue (Deadhead) Miles - Northstar	0	0	0	0	0	0	184	184
Non-revenue (Deadhead) Miles - Squaw	0	0	0	0	0	0	163	163
Non-revenue (Deadhead) Miles - DAR	491	498	449	1,438	510	579	900	1,989
Total Deadhead Miles	677	758	643	2,078	785	850	1,511	3,146
Total Combined Miles	8,459	9,372	8,290	26,121	9,078	9,169	16,057	34,304
RIDERSHIP FIXED ROUTE								
Truckee Local - Adult	1,286	1,316	1,099	3,701	1,384	1,187	1,543	4,114
Truckee Local - Senior	23	20	183	226	30	23	54	107
Truckee Local - Disabled	0	2	6	8	6	4	6	16
Truckee Local - Child	650	698	86	1,434	143	61	67	271
Truckee local Total	1,959	2,036	1,374	5,369	1,563	1,275	1,670	4,508
Northstar Night - Adult	0	0	0	0	0	0	404	404
Northstar Night - Senior	0	0	0	0	0	0	1	1
Northstar Night - Disabled	0	0	0	0	0	0	0	0
Northstar Night - Child	0	0	0	0	0	0	29	29
Northstar Night Total	0	0	0	0	0	0	434	434
Squaw Valley Night - Adult	0	0	0	0	0	0	932	932
Squaw Valley Night - Senior	0	0	0	0	0	0	0	0
Squaw Valley Night - Disabled	0	0	0	0	0	0	0	0
Squaw Valley Night - Child	0	0	0	0	0	0	10	10
Squaw Valley Night Total	0	0	0	0	0	0	942	942
Total Passengers	1,959	2,036	1,374	5,369	1,563	1,275	2,575	5,413
Transfers								
Transfers - Squaw - From TART	0	0	0	0	0	0	35	35
Transfers - Squaw - To TART	0	0	0	0	0	0	50	50
Transfers - Northstar - From TART	0	0	0	0	0	0	36	36
Transfers - Northstar - To TART	0	0	0	0	0	0	100	100

FY 2019/2020 TRUCKEE TART DATA BY MONTH (continued)								
	JULY	AUGUST	SEPTEMBER	Totals 1st Qtr	OCTOBER	NOVEMBER	DECEMBER	Totals 2nd Qtr
RIDERSHIP DAR								
Adult	50	51	54	155	58	30	30	118
Senior	39	54	44	137	50	35	47	132
Disabled	318	358	325	1,001	359	277	285	921
Child	0	0	0	0	0	0	1	1
Free Child	217	247	259	723	273	259	252	784
Total Passengers	624	710	682	2,016	740	601	615	1,956
SYSTEMWIDE PERFORMANCE								
Wheelchair Boardings	59	70	80	209	83	64	71	218
No Shows	17	18	18	53	29	21	23	73
Same Day Cancellations (DAR)	59	88	81	228	90	98	56	244
Late Trips Fixed Route (>10 minutes)	112	59	23	194	17	42	61	120
% Fixed Route trips <= 10 Minutes Late	75.60%	87.15%	94.59%	85.55%	96.30%	92.54%	95.14%	94.73%
Late Trips Dial-A-Ride (>10 minutes)	48	26	54	128	33	16	60	109
% DAR Trips <= 10 minutes Late Dropping	92.31%	96.34%	92.08%	93.65%	95.54%	97.34%	90.24%	94.43%
Missed Trips	0	0	0	0	0	0	0	0
Denials	0	0	0	0	0	0	0	0
Refusals	0	0	0	0	0	0	0	0
Road Calls	2	1	0	3	0	0	0	0
Compliments	0	0	0	0	4	0	0	4
Complaints	0	0	0	0	5	0	0	5
Incidents/Accidents	1	1	0	2	0	1	0	1
SYSTEMWIDE COSTS								
Contractor	\$42,042.66	\$42,633.16	\$40,714.22	\$125,390.04	\$43,236.92	\$43,144.58	\$56,560.22	\$142,941.72
All Other (Personnel, Fuel, Maint, Supplies)	\$37,539.00	\$37,539.00	\$37,539.00	\$112,617.00	\$37,539.00	\$37,539.00	\$37,539.00	\$112,617.00
Total Costs	\$79,581.66	\$80,172.16	\$78,253.22	\$238,007.04	\$80,775.92	\$80,683.58	\$94,099.22	\$255,558.72
SYSTEMWIDE PERFORMANCE STATISTICS								
Cost per Service Hour	\$154.46	\$151.42	\$161.97	\$155.78	\$148.47	\$148.91	\$109.62	\$131.44
Cost per Service Mile	\$10.23	\$9.31	\$10.23	\$9.90	\$9.74	\$9.70	\$6.47	\$8.20
Cost per One-Way Passenger Trip	\$30.81	\$29.20	\$38.06	\$32.23	\$35.07	\$43.01	\$29.50	\$34.68
Revenue per Passenger	\$5.68	\$5.34	\$7.10	\$5.95	\$6.38	\$7.74	\$4.57	\$5.94
Passengers per Vehicle Service Hour	5.01	5.19	4.26	4.83	4.23	3.46	3.72	3.79
Passengers per Vehicle Service Mile	0.33	0.32	0.27	0.31	0.28	0.23	0.22	0.24
Farebox Ratio	18.42%	18.28%	18.67%	18.45%	18.19%	17.99%	15.48%	17.13%
RIDERSHIP STATISTICS								
Adult - Fixed	65.65%	64.64%	79.99%	68.93%	88.55%	93.10%	59.92%	76.00%
Senior/Disabled - Fixed	1.17%	1.08%	13.76%	4.36%	2.30%	2.12%	2.33%	2.27%
Child - Fixed	33.18%	34.28%	6.26%	26.71%	9.15%	4.78%	2.60%	5.01%
Adult - DAR	8.01%	7.18%	7.92%	7.69%	7.84%	4.99%	4.88%	6.03%
Senior/Disabled - DAR	6.25%	7.61%	6.45%	6.80%	6.76%	5.82%	7.64%	6.75%
Child - DAR	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.16%	0.05%
Free - DAR	34.78%	34.79%	37.98%	35.86%	36.89%	43.09%	40.98%	40.08%
Adult - System	51.72%	49.78%	56.08%	52.21%	62.61%	64.87%	49.31%	57.43%
Senior/Disabled - System	2.40%	2.77%	11.33%	5.02%	3.73%	3.30%	3.35%	3.46%
Child - System	25.16%	25.42%	4.18%	19.42%	6.21%	3.25%	2.13%	3.69%

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

Nevada County • Truckee

File: 950.6.2

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director 

SUBJECT: Bryce Consulting Compensation Survey, Resolution 20-16

DATE: March 18, 2020

RECOMMENDATION: Adopt Resolution 20-16, which based on the updated Bryce Consulting Compensation Survey, adopts the recommended increases that will be effective July 1, 2020.

BACKGROUND: Resolution 16-11 adopted the NCTC Compensation Policy on March 16, 2016. The policy has two components:

1. A compensation survey to be conducted approximately every five years, comparing NCTC salaries to other like agencies in Amador, Butte, El Dorado, Humboldt, Madera, and Placer Counties.
2. Annual cost of living adjustment using the average of like salary increases at our local jurisdictions: City of Grass Valley, City of Nevada City, Nevada County, and the Town of Truckee.

Bryce Consulting's 2020 Compensation Survey shows that current NCTC salaries are from 0.87% below to 23.84% below the Labor Market Mean, with an average of 9.73% below. When the agencies' contribution toward employees' share of retirement, auto allowance, cell phone allowance, and cash out of vacation and sick leave are included, NCTC's compensation ranges are from 14.70% below to 9.05% above the Labor Market Mean, with an average of 0.17% above. Finally, when the agencies' contribution toward health benefits and Social Security are included to make up "total compensation," NCTC's compensation amounts range from 1.60% below to 19.41% below the Labor Market Mean, with an average of 6.42% below.

Bryce Consulting has made the following recommendations for monthly compensation adjustments:

- Administrative Assistant: Salary increase 5.9% with maximum salary set at \$5,166
- Administrative Services Officer: Salary increase 3.8% with maximum salary set at \$7,747
- Transportation Planner: Salary increase 1.7% with maximum salary set at \$7,424

- Deputy Executive Director: Salary increase 10% with maximum salary set at \$10,591
- Executive Director: Salary increase 3.1% with maximum salary set at \$12,180

Attachments

Bryce Consulting Compensation Survey 2020

NCTC Compensation Policy

Resolution 16-11

Resolution 20-16

BRYCE
CONSULTING

NEVADA COUNTY TRANSPORTATION COMMISSION
2020 COMPENSATION STUDY

Prepared By
Bryce Consulting, Inc.
1024 Iron Point Road, Ste. 100
Folsom, CA 95630
916-974-0199



March 2020

TABLE OF CONTENTS

Section I	Project Overview	3
Section II	Compensation Survey Parameters	4
Section III	Compensation Survey Results	7
Section IV	Salary Recommendations	10
Appendix A – Detailed Market Datasheets		A

SECTION I - PROJECT OVERVIEW

Bryce Consulting was retained by the Nevada County Transportation Commission to conduct a compensation study for Commission classifications. This report presents the compensation survey results and includes:

- Section I Project Overview
- Section II Compensation Survey Parameters
- Section III Compensation Survey Results
- Section IV Salary Recommendations

STUDY OBJECTIVES

The study consisted of the following objectives:

- Research survey agencies for appropriateness.
- Collect and analyze base salary and benefit survey data for survey classes.
- Present the findings to the Commission.

SECTION II – COMPENSATION SURVEY PARAMETERS

This section of the report presents the compensation survey parameters and includes:

- Labor market employers and survey classes
- Survey scope
- Survey methodology

SURVEY EMPLOYERS

The overall objective in selecting survey employers is to define as accurately as possible the Commission's "Labor Market". A labor market consists of those employers with whom the Commission competes with for employees. The criteria typically utilized in identifying those employers includes the following:

- **EMPLOYER SIZE** - As a general rule, the more similar employers are in size and complexity, the greater the likelihood that comparable positions exist within both organizations. Specifically, agencies of similar size to the Commission are likely to have a departmental structure and organization of positions more similar to the Commission than organizations that are significantly larger or smaller in size.
- **GEOGRAPHIC PROXIMITY** - Geographic proximity is another factor utilized in identifying an appropriate labor market. This factor is particularly important because it identifies those employers that the Commission must directly compete with to recruit and retain quality staff.
- **NATURE OF SERVICES PROVIDED** - As a general rule similar organizations are selected as survey employers, because they provide similar services. This is important for the following reasons:
 - Employers who provide similar services are more likely to compete with one another for employees.
 - These employers are more likely to have comparable jobs.
 - These employers are more likely to have similar organizational characteristics.

While some survey agencies may not meet all of the criteria, it is important to have a balanced labor market.

RECOMMENDED LABOR MARKET AND SURVEY CLASSES

Table 1 displays the 8 survey agencies with **Table 2** displaying the survey classifications.

TABLE 1 SURVEY AGENCIES				
Agency	# of Staff	Budget	Population Served	Miles from NCTC
Nevada County Transportation Commission	5	\$1.287 million	99,155	----
Amador County Transportation Commission	5	\$1.0 million	38,091	80
Butte County Association of Governments	13	\$4.6 million	226,404	78
Calaveras Council of Governments	3	\$1.6 million	45,157	99
El Dorado County Transportation Commission	7	\$1.8 million	159,315	54
Humboldt County Associate of Governments	5	\$1.68 million	137,000	296
Madera County Transportation Commission	8	\$1.84 million	159,536	205
Placer County Transportation Planning Agency	7	\$5.4 million	385,551	28
Tuolumne County Transportation Council	5	\$2.3 million	54,248	127

TABLE 2 SURVEY CLASSIFICATIONS
Administrative Assistant
Administrative Services Officer
Deputy Executive Director
Executive Director
Transportation Planner

SURVEY SCOPE

The scope of the survey included the labor market agencies previously presented. The data collected for each survey class included:

- Title of each comparable class
- Entry and top step monthly salary
- Cash add-ons to base salary including:
 - Employer pick-up of the employee contribution for retirement for new “classic” employees
 - Auto Allowance
 - Cell Phone Allowance
 - Leave Cash Out
 - 401/457 contribution made by the employer
- Employer contributions for insurances (cafeteria, health, dental, vision, life, long term disability)
- Social Security
- Employer’s portion of retirement paid by the employee

SURVEY METHODOLOGY

The survey methodology utilized by Bryce Consulting included:

- A survey sent to each labor market employer that included a listing of the survey classifications and descriptions of those classifications surveyed, plus a detailed questionnaire for collecting the salary and benefit data.
- The agencies’ websites were utilized to collect salary and benefit data and to compare job descriptions, where available.

In addition to the collection of base salary and benefit information, careful efforts were made to document the full-range of duties and requirements of the job classes determined to be comparable to the Commission’s classes. This included the collection of:

- Reporting relationships
- Functional areas of responsibility
- The class's relationship to other classes in the series

For each classification using maximum base salary, total cash, and total compensation as the basis of comparison, the Commission’s position was compared to the labor market to determine the percentage the Commission is from the labor market mean. The data is effective February 2020.

SECTION III – COMPENSATION SURVEY RESULTS

This section of the report presents the compensation survey findings including base salary, total cash, and total compensation. As indicated in the previous section, the survey involved the collection of compensation information for each of the survey classes from the labor market employers identified. **Table 3** displays the comparability for each survey classification.

TABLE 3 COMPARABILITY	
Survey Classification	Number of Comparable Classes
Administrative Assistant	8
Administrative Services Officer	7
Deputy Executive Director	3
Executive Director	8
Transportation Planner	8

BASE SALARY SURVEY RESULTS

The data has been organized into a series of tables that summarize the Commission's relationship to the labor market for each class. The detailed market compensation survey datasheets are presented in **Appendix A** of this report. **Table 4** summarizes for each classification how the Commission's base salaries compare to the labor market. The following data is presented:

- Title of the Commission's classification
- The Commission's current maximum monthly base salary for each classification
- The mean of the labor market for maximum monthly base salary
- Percentage the Commission's maximum base salary is from the mean of the labor market

TABLE 4 MAXIMUM BASE SALARY			
Survey Classification	NCTC Maximum Base Salary	Labor Market Mean Base Salary	% NCTC is above or below Labor Market Mean (+/-)
Administrative Assistant	\$4,880	\$4,923	-0.87%
Administrative Services Officer	\$7,462	\$7,953	-6.58%
Deputy Executive Director	\$9,601	\$11,890	-23.84%
Executive Director	\$11,809	\$13,184	-11.65%
Transportation Planner	\$7,293	\$7,707	-5.68%

Average: -9.73%

TOTAL CASH SURVEY RESULTS

Total cash represents the maximum base salary plus the agencies' contribution towards the employees' share of retirement, auto allowance, cell phone allowance, leave cash out, and the agencies' contribution towards 401/457 plan. **Table 5** displays how the Commission compares to the labor market with respect to total cash for each classification. The following data is presented:

- Title of the Commission's classification
- The Commission's current total cash for each classification
- The mean of the labor market for total cash
- Percentage the Commission's total cash is from the mean of the labor market

TABLE 5 TOTAL CASH			
Survey Classification	NCTC Total Cash	Labor Market Mean Total Cash	% NCTC is above or below Labor Market Mean (+/-)
Administrative Assistant	\$5,716	\$5,199	9.05%
Administrative Services Officer	\$8,740	\$8,481	2.96%
Deputy Executive Director	\$11,246	\$12,898	-14.70%
Executive Director	\$14,422	\$14,668	-1.71%
Transportation Planner	\$8,542	\$8,093	5.26%

Average: 0.17%

TOTAL COMPENSATION SURVEY RESULTS

Total compensation represents the elements included in total cash plus the agencies' contribution towards cafeteria plan, health, dental, vision, life insurance, long term disability, and Social Security. **Table 6** displays how the Commission compares to the labor market with respect to total

compensation. The following data is presented:

- Title of the Commission’s classification
- The Commission’s current total compensation for each classification
- The mean of the labor market for total compensation
- Percentage the Commission’s total compensation is from the mean of the labor market

TABLE 6 TOTAL COMPENSATION			
Survey Classification	NCTC Total Compensation (Less ER Share of Retirement Paid by EE)	Labor Market Mean Total Compensation	% NCTC is above or below Labor Market Mean (+/-)
Administrative Assistant	\$7,090	\$7,446	-5.03%
Administrative Services Officer	\$10,386	\$10,741	-3.42%
Deputy Executive Director	\$13,115	\$15,661	-19.41%
Executive Director	\$16,649	\$17,089	-2.65%
Transportation Planner	\$10,235	\$10,398	-1.60%

Average: -6.42%

SECTION IV – SALARY RECOMMENDATIONS

This section of the report presents the salary recommendations for Commission classes.

SALARY SETTING METHODOLOGY

In recommending salaries for the Commission, Bryce Consulting has applied consistent compensation principles and practices typically utilized in the public sector as outlined below:

1. The median maximum labor market salary adjusted for benefits is used to set the maximum of the range for the Commission’s benchmark classification salary.
2. The minimum of the range is set 25% below the recommended maximum.

Table 7, below, provided the recommended ranges.

TABLE 7				
SALARY RECOMMENDATIONS				
Classification	Recommended Minimum	Recommended Maximum	% increase	Rationale
Administrative Assistant	\$4,133	\$5,166	5.9%	Market
Administrative Services Officer	\$6,198	\$7,747	3.8%	Market
Deputy Director	\$8,473	\$10,591	10%	15% below Executive Director; market creates compaction
Executive Director	\$9,744	\$12,180	3.1%	Market
Transportation Planner	\$5,939	\$7,424	1.7%	Market

It is also recommended that the health benefit allowance for the Deputy Director be increased from \$1,135 to \$1,239 which places the benefit amount more than Transportation Planner but less than Executive Director in recognition of the organizational level of the classification.

APPENDIX A

DETAILED MARKET DATASHEETS

Nevada County Transportation Commission
2020 Total Compensation Study

Nevada County Transportation Commission
2020 Total Compensation Study

Survey Classification	NCTC Maximum Base Salary	Labor Market Mean Base Salary	% NCTC is above or below Labor Market Mean (+/-)	NCTC Total Cash	Labor Market Mean Total Cash	% NCTC is above or below Labor Market Mean (+/-)	NCTC Total Compensation (Less ER Share of Retirement Paid by EE)	Labor Market Mean Total Compensation	% NCTC is above or below Labor Market Mean (+/-)	Comparability
Administrative Assistant	\$4,880	\$4,923	-0.87%	\$5,716	\$5,199	9.05%	\$7,090	\$7,446	-5.03%	8
Administrative Services Officer	\$7,462	\$7,953	-6.58%	\$8,740	\$8,481	2.96%	\$10,386	\$10,741	-3.42%	7
Deputy Executive Director	\$9,601	\$11,890	-23.84%	\$11,246	\$12,898	-14.70%	\$13,115	\$15,661	-19.41%	3
Executive Director	\$11,809	\$13,184	-11.65%	\$14,422	\$14,668	-1.71%	\$16,649	\$17,089	-2.65%	8
Transportation Planner	\$7,293	\$7,707	-5.68%	\$8,542	\$8,093	5.26%	\$10,235	\$10,398	-1.60%	8
		Average	-9.73%			0.17%			-6.42%	

Nevada County Transportation Commission
2020 Total Compensation Study

Agency	Classification	Minimum Base Salary	Maximum Base Salary	EE's Portion of PERS Paid by the ER (%)	EE's Portion of PERS Paid by the ER (\$)	Auto Allowance	Cell Phone Allowance	Leave Cash Out	401/457 Contribution	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Ins.	LTD	Social Security/ Medi-Care	Total Comp.	ER's Portion of PERS Paid by the EE (%)	ER's Portion of PERS Paid by the EE (\$)	Total Comp Less ER Share of Retirement Paid by EE	Comments	
Nevada County Transportation Commission	Administrative Assistant	\$3,975	\$4,880	0%	\$0	\$0	\$0	\$0	\$836	\$5,716	\$1,000	inc	inc	inc	\$0	\$0	\$373	\$7,090	0%	\$0	\$7,090		
Amador County Transportation Commission	Administrative Secretary	\$3,512	\$4,597	2%	\$92	\$0	\$0	\$0	\$0	\$4,689	\$0	\$2,088	\$117	\$22	\$0	\$0	\$67	\$6,982	0%	\$0	\$6,982		
Butte County Association of Governments	Administrative Assistant II	\$2,844	\$3,811	0%	\$0	\$0	\$0	\$0	\$0	\$3,811	\$0	\$2,285	\$187	\$20	\$13	\$0	\$55	\$6,371	0%	\$0	\$6,371		
Calaveras Council of Governments	Administrative Assistant	\$3,295	\$4,004	0%	\$0	\$0	\$0	\$0	\$50	\$4,054	\$0	\$917	\$86	\$26	\$45	\$36	\$58	\$5,222	0%	\$0	\$5,222		
El Dorado County Transportation Commission	Executive Assistant	\$4,002	\$5,361	0%	\$0	\$0	\$30	\$0	\$0	\$5,391	\$2,134	inc	inc	inc	\$12	\$11	\$78	\$7,626	0%	\$0	\$7,626		
Humboldt County Association of Governments	Executive Assistant	\$3,564	\$4,671	0%	\$0	\$0	\$0	\$180	\$0	\$4,851	\$0	\$2,256	\$59	\$9	\$5	\$0	\$68	\$7,248	0%	\$0	\$7,248		
Madera County Transportation Commission	Office Assistant	\$3,403	\$4,136	0%	\$0	\$0	\$0	\$0	\$620	\$4,756	\$0	\$1,955	\$212	inc	inc	\$0	\$316	\$7,240	0%	\$0	\$7,240		
Placer County Transportation Planning Agency	Executive Assistant	\$6,374	\$8,134	7%	\$569	\$0	\$0	\$313	7% inc in base	\$9,016	\$0	\$2,322	\$123	\$9	\$30	\$49	\$118	\$11,667	0%	\$0	\$11,667		
Tuolumne County Transportation Council	TCTC Assistant to Department Head	\$3,822	\$4,666	7%	\$327	\$0	\$30	\$0	\$0	\$5,023	\$2,119	inc	inc	inc	\$8	\$0	\$357	\$7,507	6.25%	\$292	\$7,215		
Labor Market Mean		\$4,923								\$5,199												\$7,446	
% NCTC Is Above or Below Mean (+/-)		-0.87%								9.05%												-5.03%	
Comparability		8																					

Data Effective 2/2020

Notes:
NCTC- Not a PERS Agency
Madera CTC- Not a PERS Agency
TCTC- Cell phone allowance is determined on case by case basis- listed max

Nevada County Transportation Commission
2020 Total Compensation Study

Agency	Classification	Minimum Base Salary	Maximum Base Salary	EE's Portion of PERS Paid by the ER (%)	EE's Portion of PERS Paid by the ER (\$)	Auto Allowance	Cell Phone Allowance	Leave Cash Out	401/457 Contribution	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Ins.	LTD	Social Security/ Medi-Care	Total Comp.	ER's Portion of PERS Paid by the EE (%)	ER's Portion of PERS Paid by the EE (\$)	Total Comp. minus EE	Comments	
Nevada County Transportation Commission	Administrative Services Officer	\$6,077	\$7,462	0%	\$0	\$0	\$0	\$0	\$1,278	\$8,740	\$1,075	inc	inc	inc	\$0	\$0	\$571	\$10,386	0%	\$0	\$10,386		
Amador County Transportation Commission	Administrator-Fiscal Officer	\$5,424	\$7,096	2%	\$142	\$0	\$0	\$0	\$0	\$7,238	\$0	\$2,088	\$117	\$22	\$0	\$0	\$103	\$9,568	0%	\$0	\$9,568		
Butte County Association of Governments	Chief Fiscal Officer	\$6,051	\$8,109	0%	\$0	\$0	\$0	\$0	\$0	\$8,109	\$0	\$2,285	\$187	\$20	\$13	\$0	\$118	\$10,731	0%	\$0	\$10,731	HR Manager-lower salary	
Calaveras Council of Governments	Administrative Services Officer	\$5,916	\$7,192	0%	\$0	\$0	\$0	\$0	\$50	\$7,242	\$0	\$917	\$86	\$26	\$45	\$36	\$104	\$8,456	0%	\$0	\$8,456		
El Dorado County Transportation Commission	Administrative Services Officer	\$5,673	\$7,602	0%	\$0	\$0	\$30	\$146	\$0	\$7,778	\$2,134	inc	inc	inc	\$12	\$16	\$110	\$10,050	0%	\$0	\$10,050		
Humboldt County Associate of Governments	Fiscal Administrative Officer	\$5,467	\$7,166	0%	\$0	\$0	\$0	\$276	\$0	\$7,441	\$0	\$2,256	\$59	\$9	\$5	\$0	\$104	\$9,874	0%	\$0	\$9,874		
Madera County Transportation Commission	No Comparable Class																					Deputy Director/Fiscal Supervisor	
Placer County Transportation Planning Agency	Fiscal Administrative Officer	\$8,715	\$11,123	7%	\$779	\$0	\$0	\$428	7% inc in base	\$12,329	\$0	\$2,322	\$123	\$9	\$30	\$51	\$161	\$15,024	0%	\$0	\$15,024		
Tuolumne County Transportation Council	TCTC Senior Administrative Analyst	\$6,048	\$7,384	7%	\$517	\$0	\$30	\$710	\$591	\$9,232	\$2,119	inc	inc	inc	\$32	\$0	\$565	\$11,947	6.25%	\$462	\$11,486		
Labor Market Mean		\$7,953								\$8,481												\$10,741	
% NCTC Is Above or Below Mean (+/-)		-6.58%								2.96%												-3.42%	
Comparability		7																					

Data Effective 2/2020

Notes:
 NCTC- Not a PERS Agency
 Madera CTC- Not a PERS Agency
 TCTC- Cell phone allowance is determined on case by case basis- listed max; Employer match towards deferred compensation requires 5+ years and satisfactory performance

Nevada County Transportation Commission
2020 Total Compensation Study

Agency	Classification	Minimum Base Salary	Maximum Base Salary	EE'S Portion of PERS Paid by the ER (%)	EE'S Portion of PERS Paid by the ER (\$)	Auto Allowance	Cell Phone Allowance	Leave Cash Out	401/457 Contribution	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Ins.	LTD	Social Security/ Medi-Care	Total Comp.	ER'S Portion of PERS Paid by the EE (%)	ER'S Portion of PERS Paid by the EE (\$)	Total Comp. minus EE	Comments
Nevada County Transportation Commission	Deputy Executive Director	\$7,647	\$9,601	0%	\$0	\$0	\$0	\$0	\$1,645	\$11,246	\$1,135	inc	inc	inc	\$0	\$0	\$734	\$13,115	0%	\$0	\$13,115	
Amador County Transportation Commission	No Comparable Class																					
Butte County Association of Governments	Deputy Director	\$8,421	\$11,285	0%	\$0	\$0	\$0	\$0	\$0	\$11,285	\$0	\$2,285	\$187	\$20	\$13	\$0	\$164	\$13,953	0%	\$0	\$13,953	
Calaveras Council of Governments	No Comparable Class																					
El Dorado County Transportation Commission	No Comparable Class																					
Humboldt County Associate of Governments	No Comparable Class																					
Madera County Transportation Commission	Deputy Director/Fiscal Supervisor	\$7,501	\$9,117	0%	\$0	\$0	\$0	\$0	\$1,368	\$10,485	\$0	\$1,955	\$212	inc	inc	\$0	\$697	\$13,349	0%	\$0	\$13,349	
Placer County Transportation Planning Agency	Deputy Executive Director	\$11,600	\$15,269	7%	\$1,069	\$0	\$0	\$587	7% inc in base	\$16,925	\$0	\$2,322	\$123	\$9	\$30	\$51	\$221	\$19,680	0%	\$0	\$19,680	
Tuolumne County Transportation Council	No Comparable Class																					
Labor Market Mean		\$11,890								\$12,898												\$15,661
% NCTC Is Above or Below Mean (+/-)		-23.84%								-14.70%												-19.41%
Comparability		3																				

Data Effective 2/2020

Notes:

- NCTC- Not a PERS Agency
- Madera CTC- Not a PERS Agency

Nevada County Transportation Commission
2020 Total Compensation Study

Agency	Classification	Minimum Base Salary	Maximum Base Salary	EE's Portion of PERS Paid by the ER (%)	EE's Portion of PERS Paid by the ER (\$)	Auto Allowance	Cell Phone Allowance	Leave Cash Out	401/457 Contribution	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Ins.	LTD	Social Security/ Medi-Care	Total Comp.	ER's Portion of PERS Paid by the EE (%)	ER's Portion of PERS Paid by the EE (\$)	Total Comp. minus EE	Comments	
Nevada County Transportation Commission	Executive Director	\$11,809	\$11,809	0%	\$0	\$590	inc in auto amount	\$0	\$2,023	\$14,422	\$1,344	inc	inc	inc	\$0	\$0	\$883	\$16,649	0%	\$0	\$16,649		
Amador County Transportation Commission	Executive Director	\$7,774	\$10,175	2%	\$203	\$0	\$0	\$0	\$0	\$10,378	\$0	\$2,088	\$117	\$22	\$0	\$0	\$148	\$12,752	0%	\$0	\$12,752		
Butte County Association of Governments	Executive Director	\$14,097	\$14,097	0%	\$0	\$700	inc in auto amount	\$0	\$705	\$15,502	\$0	\$2,285	\$187	\$20	\$13	\$0	\$204	\$18,211	0%	\$0	\$18,211		
Calaveras Council of Governments	Executive Director	\$9,923	\$9,923	0%	\$0	\$0	\$0	\$0	\$50	\$9,973	\$0	\$917	\$86	\$26	\$45	\$36	\$144	\$11,226	0%	\$0	\$11,226		
El Dorado County Transportation Commission	Executive Director	\$11,041	\$14,797	0%	\$0	\$0	\$30	\$285	\$0	\$15,112	\$2,134	inc	inc	inc	\$30	\$21	\$215	\$17,511	0%	\$0	\$17,511		
Humboldt County Associate of Governments	Executive Director	\$8,138	\$10,669	0%	\$0	\$0	\$75	\$616	\$0	\$11,359	\$0	\$2,256	\$59	\$9	\$5	\$0	\$155	\$13,843	0%	\$0	\$13,843		
Madera County Transportation Commission	Executive Director	\$10,285	\$13,717	0%	\$0	\$250	\$100	\$0	\$2,058	\$16,124	\$0	\$1,955	\$212	inc	inc	\$0	\$910	\$19,202	0%	\$0	\$19,202	Current ED makes more than max on salary schedule	
Placer County Transportation Planning Agency	Executive Director	\$14,558	\$19,509	7%	\$1,366	\$450	provided	\$750	\$433	\$22,508	\$0	\$2,322	\$123	\$9	\$30	\$51	\$283	\$25,325	0%	\$0	\$25,325		
Tuolumne County Transportation Council	Executive Director	\$10,313	\$12,589	7%	\$881	\$500	\$200	\$1,211	\$1,007	\$16,388	\$2,119	inc	inc	inc	\$32	\$0	\$894	\$19,433	6.25%	\$787	\$18,646		
Labor Market Mean		\$13,184								\$14,668												\$17,089	
% NCTC Is Above or Below Mean (+/-)		-11.65%								-1.71%												-2.65%	
Comparability		8																					

Data Effective 2/2020

- Notes:**
 NCTC- Not a PERS Agency
 Madera CTC- Not a PERS Agency
 TCTC- Cell phone allowance is determined on case by case basis- listed max; Employer match towards deferred compensation requires 5+ years and satisfactory performance
 Placer CTPA- 7% of base salary is for ER Contribution towards deferred compensation

Nevada County Transportation Commission
2020 Total Compensation Study

Agency	Classification	Minimum Base Salary	Maximum Base Salary	EE's Portion of PERS Paid by the ER (%)	EE's Portion of PERS Paid by the ER (\$)	Auto Allowance	Cell Phone Allowance	Leave Cash Out	401/457 Contribution	Total Cash	Cafeteria Plan	Health (Most Expensive Plan)	Dental	Vision	Life Ins.	LTD	Social Security/ Medi-Care	Total Comp.	ER's Portion of PERS Paid by the EE (%)	ER's Portion of PERS Paid by the EE (\$)	Total Comp. minus EE	Comments
Nevada County Transportation Commission	Transportation Planner	\$5,940	\$7,293	0%	\$0	\$0	\$0	\$0	\$1,249	\$8,542	\$1,135	inc	inc	inc	\$0	\$0	\$558	\$10,235	0%	\$0	\$10,235	
Amador County Transportation Commission	Transportation Planner	\$5,389	\$7,051	2%	\$141	\$0	\$0	\$0	\$0	\$7,192	\$0	\$2,088	\$117	\$22	\$0	\$0	\$102	\$9,521	0%	\$0	\$9,521	
Butte County Association of Governments	Senior Planner	\$5,328	\$7,139	0%	\$0	\$0	\$0	\$0	\$0	\$7,139	\$0	\$2,285	\$187	\$20	\$13	\$0	\$104	\$9,747	0%	\$0	\$9,747	
Calaveras Council of Governments	Transportation Planner	\$5,916	\$7,192	0%	\$0	\$0	\$0	\$0	\$50	\$7,242	\$0	\$917	\$86	\$26	\$45	\$36	\$104	\$8,456	0%	\$0	\$8,456	
El Dorado County Transportation Commission	Senior Transportation Planner	\$5,999	\$8,041	0%	\$0	\$0	\$30	\$155	\$0	\$8,226	\$2,134	inc	inc	inc	\$12	\$17	\$117	\$10,505	0%	\$0	\$10,505	
Humboldt County Association of Governments	Senior Planner	\$5,521	\$7,237	0%	\$0	\$0	\$0	\$0	\$0	\$7,237	\$0	\$2,256	\$59	\$9	\$3	\$0	\$105	\$9,669	0%	\$0	\$9,669	
Madera County Transportation Commission	Senior Regional Planner	\$5,204	\$6,326	0%	\$0	\$0	\$0	\$0	\$949	\$7,275	\$0	\$1,955	\$212	inc	inc	\$0	\$484	\$9,926	0%	\$0	\$9,926	
Placer County Transportation Planning Agency	Senior Planner	\$8,641	\$11,028	7%	\$772	\$0	\$0	\$424	7% inc in base	\$12,224	\$0	\$2,322	\$123	\$9	\$30	\$51	\$160	\$14,918	0%	\$0	\$14,918	
Tuolumne County Transportation Council	Senior Transportation Planner	\$6,263	\$7,646	7%	\$535	\$0	\$30	\$0	\$0	\$8,211	\$2,119	inc	inc	inc	\$8	\$0	\$585	\$10,923	6.25%	\$478	\$10,445	
Labor Market Mean		\$7,707								\$8,093								\$10,398				
% NCTC is Above or Below Mean (+/-)		-5.68%								5.26%								-1.60%				
Comparability		8																				

Data Effective 2/2020

Notes:

- NCTC- Not a PERS Agency
- Madera CTC- Not a PERS Agency
- TCTC- Cell phone allowance is determined on case by case basis- listed max

**RESOLUTION 16-11
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

ADOPTION OF NCTC COMPENSATION POLICY

WHEREAS, it is the intention of Nevada County Transportation Commission (NCTC) to retain talented, results-oriented employees to support the mission, values, and goals of the Commission; and

WHEREAS, NCTC has developed a Compensation Policy to establish a process to maintain consistency in setting compensation.

NOW THEREFORE BE IT RESOLVED, that to ensure that the NCTC is able to attract and retain talented employees, the NCTC will compare itself, using the labor market mean, to other survey agencies in an appropriate labor market approximately every five years consisting of Regional Transportation Planning Agencies selected by the NCTC.

BE IT FURTHER RESOLVED, in order to maintain a fair and equitable compensation program, NCTC will collect and compare the following:

- Base salary
- Health benefits (health, dental, vision, life insurance, and long-term disability)
- Retirement
- Social Security
- Other compensation (e.g. auto allowance, technology allowance, management/administrative leave cash out)

BE IT FURTHER RESOLVED, that annually, NCTC will adjust its salary ranges, as budget allows, by the average cost of living increase provided by the local labor market to the journey level planner, which includes:

- County of Nevada
- City of Grass Valley
- Town of Truckee
- City of Nevada City

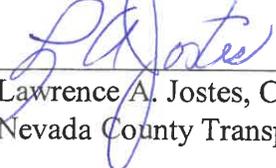
PASSED AND ADOPTED by the Nevada County Transportation Commission on March 16, 2016.

Ayes: Commissioners Andersen, Beason, Dee, Fouyer, Guerra, Jostes, Scofield

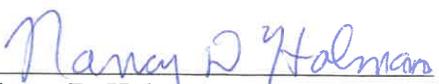
Noes: None

Absent: None

Abstain: None



Lawrence A. Jostes, Chairman
Nevada County Transportation Commission

Attest: 

Nancy D. Holman
Administrative Services Officer

**RESOLUTION 20-16
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**BRYCE CONSULTING COMPENSATION SURVEY
AND COMPENSATION INCREASES EFFECTIVE JULY 1, 2020**

WHEREAS, it is the intention of Nevada County Transportation Commission (NCTC) to retain talented, results-oriented employees to support the mission, values, and goals of the Commission; and

WHEREAS, NCTC has adopted a Compensation Policy to establish a process to maintain consistency in setting compensation and to ensure that the Commission is able to attract and retain talented employees; and

WHEREAS, based on the February 2020 Bryce Consulting Compensation Survey, the NCTC Governing Board determined that it is appropriate to provide compensation increases to NCTC staff.

NOW, THEREFORE, BE IT RESOLVED that effective July 1, 2020, the staff positions of Administrative Assistant, Administrative Services Officer, Transportation Planner, Deputy Executive Director, and Executive Director, shall receive monthly compensation adjustments as shown below:

- Administrative Assistant: Salary increase 5.9% with maximum salary set at \$5,166
- Administrative Services Officer: Salary increase 3.8% with maximum salary set at \$7,747
- Transportation Planner: Salary increase 1.7% with maximum salary set at \$7,424
- Deputy Executive Director: Salary increase 10% with maximum salary set at \$10,591
- Executive Director: Salary increase 3.1% with maximum salary set at \$12,180

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020.

Ayes:

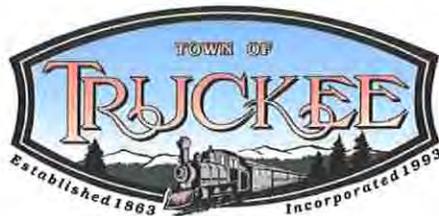
Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

Town Council*David Polivy, Mayor**Anna Klovstad, Vice Mayor**Jessica Abrams, Council Member**David Tirman, Council Member**Tony Commendatore, Council Member*Department Heads*Jeff Loux, Town Manager**Andy Morris, Town Attorney**Robert Leftwich, Chief of Police**Kim Szczurek, Administrative Services Director**Judy Price, Communications Director/Town Clerk**Daniel Wilkins, Public Works Director/Town Engineer**Denyelle Nishimori, Community Development Director*

February 25, 2020

Daniel B. Landon, Executive Director
 Nevada County Transportation Commission
 101 Providence Mine Road, Suite 102
 Nevada City, CA 95959

Re: Modification to Original FY 2019/20 Claim for LTF and STA Funding

Dear Dan:

The Town of Truckee requests a modification to the FY 2019/20 claim for Local Transportation Funds and State Transit Assistance funding. Per the new NCTC policy, the Town desires to retain six months of operating reserve for Truckee TART services in the LTF fund held at NCTC.

As reflected in the attached updated letter from the Town's CFO, the total project cost for FY 19/20 is \$1,649,914 with a six-month operating reserve equating to \$824,957. The updated maximum TDA eligibility is \$1,003,331 for FY 19/20. Per the attached modified claims and resolutions, the Town is requesting \$488,481 of LTF revenue and \$514,850 of STA revenue.

As NCTC has already paid the Town a total of \$525,791 in LTF funding, the Town will return to NCTC the LTF overpayment amount of \$37,310 along with the FY 18/19 deferred revenue amount of \$290,875, which NCTC will apply to the Truckee TART six-month operating reserve account.

The Town requests that this modified claim be considered at the March 18, 2020 NCTC Board meeting.

Sincerely,

Kelly Beede
 Administrative Analyst II

Enclosures:

Modified CFO Letter
 Modified LTF Claim
 Modified STA Claim
 Resolution 2020-10
 Resolution 2020-11

10183 Truckee Airport Road, Truckee, CA 96161-3306

www.townoftruckee.com

530-582-7700 | email: truckee@townoftruckee.com

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Town Council

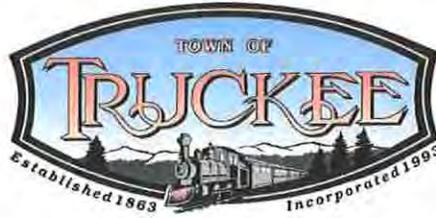
David Polivy, Mayor

Anna Klövstad, Vice Mayor

Jessica Abrams, Council Member

David Tirman, Council Member

Tony Commendatore, Council Member



Department Heads

Jeff Loux, Town Manager

Andy Morris, Town Attorney

Robert Leftwich, Chief of Police

Kim Szczurek, Administrative Services Director

Judy Price, Communications Director/Town Clerk

Daniel Wilkins, Public Works Director/Town Engineer

Denyelle Nishimori, Community Development Director

February 25, 2020

Daniel B. Landon, Executive Director
Nevada County Transportation Commission
101 Providence Mine Road, Suite 102
Nevada City, CA 95959

Re: Modified TDA Claim for FY 2019/20

Dear Dan:

Pursuant to the Transportation Development Act, Article 4 Section 6632, I as the Financial Officer of the Town of Truckee submit the following modified claim for FY 2019/20:

The maximum eligibility of Town of Truckee Transit / Paratransit Operations for moneys from the Local Transportation Fund and State Transit Assistance Fund as modified and per attached Resolutions 2020-10 and 2020-11 for FY 2019/20 is:

Updated Estimated Operating Costs	\$1,649,914
Less: Fare revenues anticipated	(2,000)
Other operating revenues anticipated	(308,105)
Federal operating assistance anticipated	<u>(336,478)</u>
Maximum TDA eligibility	\$1,003,331

This TDA funding modification allows for the creation of a six-month transit operating reserve that will be held by the NCTC. Given the updated estimated operating costs reflected above, the FY 19/20 operating reserve for Truckee TART is \$824,957. As reflected in Resolution 2020-10, the Town's modified LTF apportionment is \$488,481. As the NCTC has already paid the Town a total of \$525,791 of LTF funding in this fiscal year, the Town will return the LTF overpayment amount of \$37,310 along with the FY 18/19 deferred revenue amount of \$290,875 the sum of which the NCTC will apply to the six-month operating reserve account for Truckee TART.

This letter is submitted attesting to the statements above as reasonable and accurate.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kim Szczurek", with a long, sweeping flourish extending to the right.

Kim Szczurek
Director of Administrative Services

Enclosures

ANNUAL TRANSPORTATION/TRANSIT CLAIM FORM

Fiscal Year 2019/20

DATE: February 25, 2020

TO: NEVADA COUNTY TRANSPORTATION COMMISSION

FROM: TOWN OF TRUCKEE

CONTACT: Kelly Beede, Administrative Analyst II

PHONE: 530-582-2489

The TOWN OF TRUCKEE hereby requests, in accordance with the Transportation Development Act, and applicable rules and regulations, that this transportation/transit claim be approved in the total amount of \$488,481 of Local Transportation Funds (LTF). The total amount of this claim shall be utilized for completion of the project(s) listed below:

Project Title/Description	Authorized by TDA Section(s)	Total Project Cost	Amount Requested LTF
Transit/Paratransit Operations	99275 (a)	\$1,649,914	\$27,376
Transit/Paratransit Operations	99400 (c) (d) (e)		\$461,105
TOTAL		\$1,649,914	\$488,481

The Town of Truckee requests that the LTF funds be distributed as they become available per adoption of Resolution 2020-10 by the Town of Truckee Town Council on February 25, 2020.

Approval of this claim and payment to the Town of Truckee is subject to such monies being available, and to the provisions that such monies will be used in accordance with the terms contained in the approving resolution of the NEVADA COUNTY TRANSPORTATION COMMISSION.

BY:



Kim Szczurek, Director of Administrative Services

**TOWN OF TRUCKEE
California**

RESOLUTION 2020-10

A RESOLUTION OF THE TRUCKEE TOWN COUNCIL REQUESTING THE NEVADA COUNTY TRANSPORTATION COMMISSION ALLOCATE LOCAL TRANSPORTATION FUNDS (LTF) FOR OPERATION OF THE TOWN OF TRUCKEE TAHOE TRUCKEE AREA REGIONAL TRANSIT (TART) FIXED ROUTE AND PARATRANSIT SYSTEM FOR FISCAL YEAR 2019/20

WHEREAS, Transportation Development Act Funds are allocated to the Nevada County Transportation Commission for the Town of Truckee; and

WHEREAS, the Town of Truckee has designed a transit system that will most effectively serve the residents of Truckee; and

WHEREAS, these projects meet the requirements of the Regional Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED THAT THE TRUCKEE TOWN COUNCIL requests the following:

1. NCTC allocate \$488,481 of Local Transportation Funds to the TART fixed route and paratransit FY 2019/20 operations budget as follows: \$461,105 per PUC 99400(c)(d)(e); \$27,376 per PUC 99275(a).
2. NCTC distribute the funds as they become available.

The foregoing Resolution was introduced by Council Member Tirman, seconded by Council Member Abrams, at a Regular Meeting of the Truckee Town Council, held on the 25th day of February, 2020, and adopted by the following vote:

AYES: Council Member Tirman, Council Member Abrams, Vice Mayor Klovstad and Mayor Polivy.

NOES: none.

ABSENT: Council Member Commendatore.


David Polivy, Mayor

ATTEST:


Judy Price, MMC, Town Clerk

ANNUAL TRANSPORTATION/TRANSIT CLAIM FORM
Fiscal Year 2019/20

DATE: February 25, 2020
TO: NEVADA COUNTY TRANSPORTATION COMMISSION
FROM: TOWN OF TRUCKEE
CONTACT: Kelly Beede, Administrative Analyst II
PHONE: 530-582-2489

The TOWN OF TRUCKEE hereby requests, in accordance with the Transportation Development Act, and applicable rules and regulations, that this transportation/transit claim be approved in the total amount of \$514,850 comprised of State Transit Assistance (STA) funds. The total amount of this claim shall be utilized for completion of the project listed below:

Project Title/Description	Authorized by TDA Section(s)	Total Project Cost	Amount Requested STA
Transit/Paratransit Operations	6731(b)	\$1,649,914	\$514,850

The Town of Truckee requests that the STA funds be distributed as they become available per the adoption of Resolution 2020-11 by the Town of Truckee Town Council on February 25, 2020.

Approval of this claim and payment to the Town of Truckee is subject to such monies being available, and to the provisions that such monies will be used in accordance with the terms contained in the approving resolution of the NEVADA COUNTY TRANSPORTATION COMMISSION.

BY: 

Kim Szczurek, Director of Administrative Services

**TOWN OF TRUCKEE
California**

RESOLUTION 2020-11

**A RESOLUTION OF THE TRUCKEE TOWN COUNCIL REQUESTING THE NEVADA
COUNTY TRANSPORTATION COMMISSION ALLOCATE STATE TRANSIT ASSISTANCE
(STA) FUNDS FOR OPERATION OF THE TOWN OF TRUCKEE TAHOE TRUCKEE AREA
REGIONAL TRANSIT (TART) FIXED ROUTE AND PARATRANSIT SYSTEM FOR
FISCAL YEAR 2019/20**

WHEREAS, Transportation Development Act Funds are allocated to the Nevada County Transportation Commission for the Town of Truckee; and

WHEREAS, the Town of Truckee has designed a transit system that will most effectively serve the residents of Truckee; and

WHEREAS, these projects meet the requirements of the Regional Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED THAT THE TRUCKEE TOWN COUNCIL requests the following:

1. NCTC allocate \$514,850 of State Transit Assistance Funds to the TART fixed route and paratransit FY 2019/20 transit budget.
2. NCTC distribute the funds as they become available.

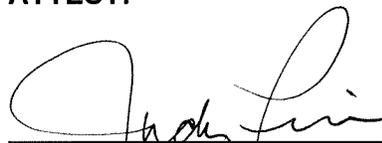
The foregoing Resolution was introduced by Council Member Tirman, seconded by Council Member Abrams, at a Regular Meeting of the Truckee Town Council, held on the 25th day of February, 2020, and adopted by the following vote:

AYES: Council Member Tirman, Council Member Abrams, Vice Mayor Klovstad and Mayor Polivy.

NOES: none.

ABSENT: Council Member Commendatore.

ATTEST:



Judy Price, MMC, Town Clerk



David Polivy, Mayor

Truckee TART Operating Budget as of 2-13-2020

	<u>FY 19/20</u>
<u>Expenditures</u>	
Personnel	\$167,920
Services/Supplies/Admin Overhead	\$314,869
Existing Local Transit Services	\$521,121
Existing Regional Transit Services	\$241,262
New Local Transit Service Enhancements	\$138,388
New Regional Transit Service Enhancements	<u>\$266,354</u>
Total Expenditures	\$1,649,914
 <u>Revenues</u>	
LTF	\$488,481
STA	\$514,850
5311 Programmatic Grant	\$95,182
5310 Competitive Grant	\$241,296
LCTOP Grant	\$33,207
Truckee Local Grants (Airport and TT BID)	\$103,200
Gray's Crossing Annual Contribution	\$51,623
Placer County Contribution to New Regional Service	\$120,075
Deferred Revenue	\$0
Direct Passenger Fares	<u>\$2,000</u>
Total Revenues	\$1,649,914
Farebox Recovery Ratio	16.66%
Revenue Over/(Under)	\$0.00

TRUCKEE 19/20 Calculation for Maximum TDA Eligibility 2-12-2020

MAXIMUM TDA ELIGIBILITY

Operating cost as budgeted	\$ 1,649,914.00	revised budget
Less: Fair revenues anticipated	\$ (2,000.00)	
Other revenues anticipated	\$ (308,105.00)	
Federal assistance anticipated	\$ (336,478.00)	this is all operating
Less Unearned Revenue as of 6/30/19		Returning \$290,875 to NCTC
Maximum TDA Eligibility	\$ 1,003,331.00	

1. What is the current LTF Unearned Revenue Amount? \$ 290,875.00 to be returned to NCTC

2. What amount of the current LTF Unearned Revenue is budgeted to be spent in FY 19/20? \$0.00

3. What amount of LTF Carryover is budgeted to be spent in FY 19/20? N/A going to 6 month reserve

CALCULATION FOR 6 MONTH OPERATING RESERVE

LTF Fund Balance held by NCTC	\$ 475,044.12	July 2019 Monthly Report
Unearned Revenue returned to NCTC	\$ 290,875.00	returned by Truckee
6 Month Operating Reserve	\$ (824,957.00)	= Operating Budget x 50%
Reduce LTF Allocation by balance	\$ (59,037.88)	

4. Revised amount of FY 19/20 LTF Allocation is budgeted to be spent \$ 461,105.12

5. STA is budgeted for FY 19/20, but is the LTF Unearned Revenue, LTF Carryover Balance, and FY 19/20 LTF Apportionment budgeted to be spent or held in reserve in FY 19/20? YES

6. FY 19/20 Operating Budget \$ 1,649,914.00

STA 99313 CALCULATION

Calculation to Determine if Unearned Revenue, LTF Carryover, and LTF Current Year Apportionment are 100% Expended		
Maximum TDA Eligibility	\$ 1,003,331.00	
CTS	\$ (27,376.00)	19/20 Revised Findings 2/7/20
STA FY 19/20 PUC 99314	\$ (21,285.00)	State Controller Estimate Reissued 11/21/19
Truckee LTF Cash Carrover Balance	\$0.00	
Unearned Revenue	\$0.00	Returned to NCTC
Revised Truckee 1920 LTF Allocation	\$ (461,105.12)	All of 19/20 LTF Claimed; no Donner Summit
STA FY 19/20 PUC 99313 Claimable	\$ 493,564.88	

TOTAL TDA ALLOCATION

FY 19/20 LTF Revised Allocation	\$ 461,105.12	Based on 100% Unearned Revenue, 100% Carryover Balance, and Maximum Eligibility
LTF Cash Carrover Balance Claimable	\$0.00	Truckee has less than 50% of operating rev held by NCTC
CTS	\$ 27,376.00	Claim amount from CTS Bid Targets
STA FY 19/20 PUC 99314	\$ 21,285.00	
STA FY 19/20 PUC 99313	\$ 493,564.88	
Revised 1920 TDA Allocation	\$ 1,003,331.00	

Project Title/Description	Authorized by TDA Sections	Total Project Cost	Amount Requested	Amount Allocated
Transit/Paratransit Operations STA	6731(b)	\$1,812,104	\$514,849.88	\$514,849.88
Transit/Paratransit Operations CTS	99275 (a)		\$27,376.00	\$27,376.00
Transit/Paratransit Operations LTF	99400(c)(d)(e)		\$461,105.12	\$461,105.12
TOTAL			\$1,003,331.00	\$1,003,331.00

**RESOLUTION 20-17
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

REVISED ALLOCATIONS TO THE TOWN OF TRUCKEE OF \$514,850 OF STATE TRANSIT ASSISTANCE (STA) FUNDS, \$27,376 OF LOCAL TRANSPORTATION FUNDS (LTF) FOR COMMUNITY TRANSIT SERVICES (CTS), AND \$461,105 OF LOCAL TRANSPORTATION FUNDS (LTF) FOR TRANSIT/PARATRANSIT SERVICES DURING FISCAL YEAR 2019/20.

WHEREAS, the Town of Truckee has requested the following amounts of STA and LTF; and

Project Title/Description	Authorized by TDA Sections	Total Project Cost	Original Request	Revised Request	Difference
Transit/Paratransit Operations STA	6731(b)	\$1,649,914	\$161,149	\$514,850	\$353,701
Transit/Paratransit Operations CTS	99275(a)		\$28,669	\$27,376	(\$1,293)
Transit/Paratransit Operations LTF	99400(c)(d)(e)		\$537,997	\$461,105	(\$76,892)
TOTAL		\$1,649,914	\$727,815	\$1,003,331	\$275,516

WHEREAS, the Auditor-Controller’s Revised Findings of Apportionment Estimate is a reduction from the original estimate since sales tax revenue growth has slowed in recent months; and

WHEREAS, the Town of Truckee desires to retain six months of operating reserve for Truckee TART services in the LTF fund held at NCTC; and

WHEREAS, the Town of Truckee requests a modification to the FY 2019/20 claim for Local Transportation Funds and State Transit Assistance funding; and

WHEREAS, the STA estimated revenue under PUC Section 99314 for FY 2019/20 available for allocation to Truckee is \$21,285; and

WHEREAS, the Town of Truckee is eligible to receive an allocation of STA funds under PUC Section 99313 in the amount of \$493,565, for a total STA allocation of \$514,850; and

WHEREAS, the Town of Truckee meets the qualifying criteria set forth in PUC Section 99314.6(a)(1)(B); and

WHEREAS, under PUC Article 4.5, Section 99275(a), Truckee is authorized to claim LTF for CTS; and

WHEREAS, the Revised Findings of Apportionment, Resolution 20-11, estimates that \$164,756 of LTF for CTS is available for FY 2019/20 with Truckee's bid target in the amount of \$27,376; and

WHEREAS, the Town of Truckee has requested an allocation of \$27,376 from the FY 2019/20 CTS apportionment of LTF to support transit/paratransit operations; and

WHEREAS, NCTC has reviewed the claim for allocation of LTF for CTS under PUC Section 99275.5; and

WHEREAS, PUC Section 6681 states that CTS claims for operating costs are eligible under Article 4.5 of the Transportation Development Act (TDA); and

WHEREAS, NCTC has reviewed the Town of Truckee claim for allocation of LTF for CTS and has made the following required findings under PUC Section 99275.5:

1. The proposed community transit service is responding to a need currently not being met in the community of the claimant.
2. The service shall be integrated with existing transit services, as appropriate.
3. The claimant has prepared an estimate of revenues, operating costs, and patronage.
4. The claimant is in compliance with fare recovery ratios.
5. The claimant is in compliance with Sections 99155 and 99155.5 of the Public Utilities Code; and

WHEREAS, the Revised Findings of Apportionment, Resolution 20-11, adopted by the Nevada County Transportation Commission (NCTC) on March 18, 2020, estimates that for FY 2019/20 there is \$520,143 of LTF available for allocation to the Town of Truckee under PUC Section 99400(c)(d)(e); and

WHEREAS, as of June 30, 2019, there are funds remaining from prior years' LTF apportionments in the amount of \$475,044, giving a total estimated amount of \$995,188 available to allocate; and

WHEREAS, in accordance with the California Code of Regulations Section 6649, the sum of the claimant's allocations from LTF and from the STA Fund cannot exceed the claimant's Maximum Transportation Development Act (TDA) Eligibility for FY 2019/20; and

WHEREAS, the Town of Truckee Director of Administrative Services has determined that Truckee is eligible to receive \$1,003,331 in TDA funds for transit/paratransit operations during FY 2019/20; and

WHEREAS, the proposed expenditures are in conformity with the Regional Transportation Plan; and

WHEREAS, the level of passenger fares and charges is sufficient to enable the operator or transit service claimant to meet the fare revenue requirements of PUC Sections 99268.2, 99268.3, 99268.4, 99268.5, and 99268.9, as they may be applicable to the claimant; and

WHEREAS, the Town of Truckee is making full use of federal funds available; and

WHEREAS, priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high priority regional, countywide, or area wide public transportation needs; and

WHEREAS, the Town of Truckee has made reasonable efforts to implement productivity improvements recommended pursuant to PUC Section 99244; and

WHEREAS, PUC Section 99251 states: "No claim submitted by an operator pursuant to this chapter shall be approved unless it is accompanied by a certification completed within the last 13 months from the Department of the California Highway Patrol indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code."

NOW, THEREFORE, BE IT RESOLVED, that the Town of Truckee is allocated \$514,850 of STA Funds as authorized by TDA 6731(b) for support of transit/paratransit operations during FY 2019/20. Payment will be made as monies become available.

BE IT FURTHER RESOLVED, that the Town of Truckee is allocated \$27,376 of LTF for CTS as authorized by PUC Section 99275(a) to support transit/paratransit operations during FY 2019/20. Payment will be made as monies become available.

BE IT FURTHER RESOLVED, that the Town of Truckee is allocated \$461,105 of LTF as authorized under PUC Section 99400(c)(d)(e) for transit/paratransit operations during FY 2019/20. Payment will be made as monies become available.

BE IT FURTHER RESOLVED, that the Town of Truckee states that the balance of Unearned Revenue as of June 30, 2019 has been revised per the FY 2018/19 audit to \$290,875, and is to be returned to NCTC to be put toward Truckee's six month operating reserve.

BE IT FURTHER RESOLVED, that the Town of Truckee states that the excess payments received in FY 2019/20 of \$1,293 CTS and \$36,017 LTF must be returned to NCTC before payment of STA will be made.

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is hereby directed to issue allocation instructions in accordance with this resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

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

Nevada County • Truckee

File: 1030.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Daniel B. Landon, Executive Director *Daniel B. Landon*

SUBJECT: Draft FY 2020/21 Overall Work Program

DATE: March 18, 2020

RECOMMENDATION: Provide comments on Nevada County Transportation Commission's (NCTC) Draft FY 2020/21 Overall Work Program (OWP) and direct staff to circulate the document to member agencies for their review and comment.

BACKGROUND: Annually each Regional Transportation Planning Agency (RTPA) develops an OWP for formal adoption by its governing board. The OWP outlines the scope of work and budget for various transportation planning activities. The OWP is a requirement of NCTC's Master Fund Transfer Agreement with the State of California and includes the following three components: Introduction, Work Elements (W.E.), and Budget. The purpose of this draft OWP for the FY 2020/21 is:

1. To show how the Federal Planning Factors will be integrated into the OWP Work Elements.
2. To outline continuing and new activities.
3. To present a summary of the expected revenues and expenditures for the fiscal year.

A final OWP will be presented for approval at the May 20, 2020 NCTC meeting.

FEDERAL PLANNING FACTORS FOR FY 2020/21

As shown in the chart on page I-5 in the Draft OWP, the Federal Planning Factors that are included in Fixing America's Surface Transportation Act (Section 134(h), FAST Act, 2015) have been integrated into NCTC's FY 2020/21 OWP:

1. Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

OWP WORK ELEMENTS

NCTC's OWP integrates the Commission's organizational activities of Planning, Communication, and Coordination into two broad Work Elements: Communication and Coordination, and Regional Planning. Each Work Element is further subdivided into projects that accomplish specific tasks or objectives.

Status of projects in the FY 2019/20 OWP:

- RTP Implementation: VMT Thresholds: Final report will be presented at the May 20, 2020 NCTC meeting.
- Grass Valley SR 174/20 Intersection Analysis: Draft report is under review; final report will be presented at the May 20, 2020 NCTC meeting.
- Nevada City SR 49 Multimodal Corridor Plan: Final report will be presented at the May 20, 2020 NCTC meeting.

The following ongoing activities have been integrated into the Draft FY 2020/21 OWP:

1. STIP Projects:

- A. SR 49 Widening from La Barr Meadows Road to McKnight Way: NCTC will continue to participate with Caltrans District 3 in the preparation of Project Approval and Environmental Documentation for a future construction project (WE 2.2).

2. Planning/Administration Projects:

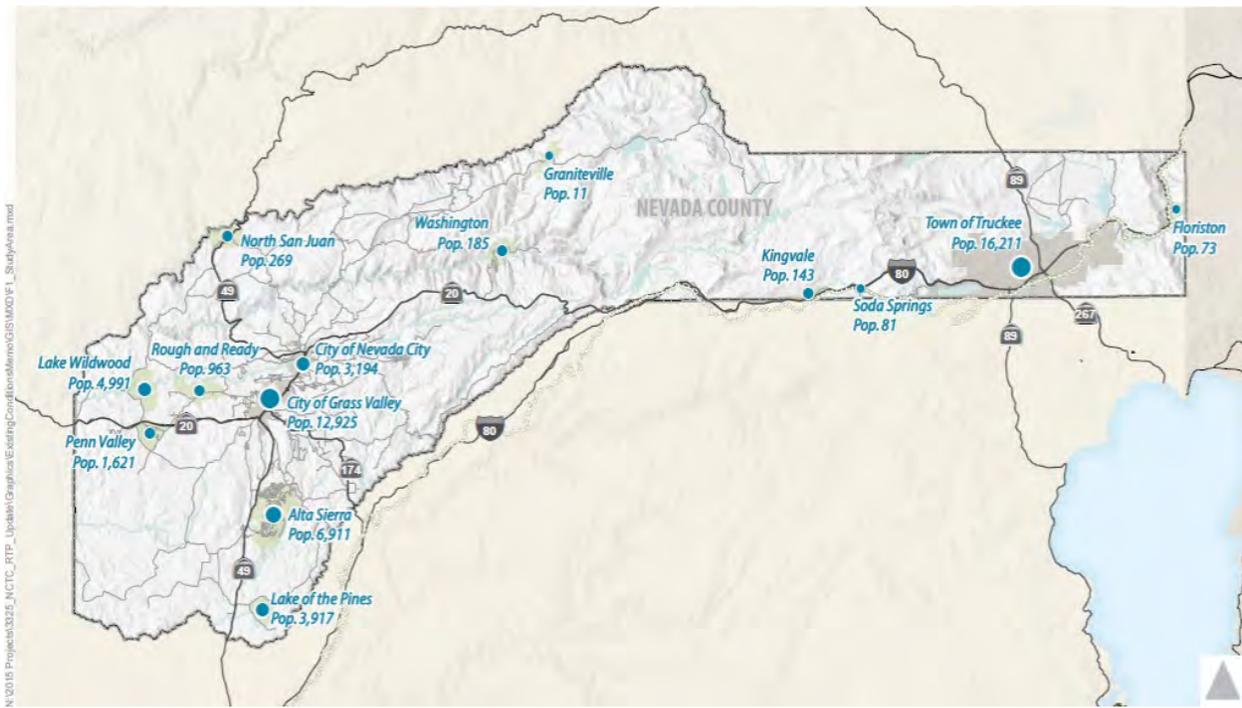
- A. Congestion Mitigation and Air Quality (CMAQ) Funding: Monitor project activities as shown on the multi-year project listing (WE 2.1).
- B. Air Quality Conformity Process: Monitor changes in EPA requirements (WE 2.1).
- C. Western Nevada County Transit Development Plan: Consultant has commenced work; project is scheduled for completion in spring 2021.
- D. Nevada County Coordinated Public Transit-Human Services Plan Update: Consultant has commenced work; project is scheduled for completion in spring 2021.

Grant applications for two projects, the READY Nevada County Plan and the Update of the Regional Transportation Mitigation Fee program have been submitted, and grant awards will be announced by the end of March 2020. If grants are awarded for these projects, they will be included in the Final FY 2020/21 OWP which will be presented at the May 20, 2020 NCTC meeting.

To assist Caltrans in the review of the NCTC FY 2020/21 OWP, staff has included a list of Rural Planning Assistance (RPA) eligible activities in each work element that uses RPA funds. As the name indicates, RPA funds are to be used for planning. RPA funds cannot be used for project development, project study reports, project implementation, or transit administration.

attachments

Nevada County Transportation Commission



2020/21 Overall Work Program

DRAFT MARCH 18, 2020

TABLE OF CONTENTS

	Page
NCTC MISSION STATEMENT	I-1
NCTC ORGANIZATION FLOW CHART	I-2
OVERALL WORK PROGRAM INTRODUCTION	I-3
WORK ELEMENT 1 – COMMUNICATION AND COORDINATION	1
Project 1.1 General Services and Communication	2
Project 1.2 Fiscal Administration	3
WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING	4
Project 2.1 Regional Transportation Plan	6
Project 2.2 Transportation Improvement Programs.....	8
Project 2.3 Transit and Paratransit Programs.....	9
Project 2.3.1 Western Nevada County Transit Development Plan.....	10
Project 2.3.2 Nev. Co. Coordinated Public Transit-Human Services Plan Update	12
Project 2.4 Coordination of Regional Planning	13
Project 2.4.2 Airport Land Use Commission Planning and Reviews	16
WORK ELEMENT 3 - CALTRANS ACTIVITIES WITH NCTC	17
Glossary of Terms and Acronyms	18
BUDGET TABLES:	
TABLE 1 Budget Summary.....	B-1
TABLE 2 Direct Costs.....	B-2
TABLE 3 Indirect Costs	B-3
TABLE 4 Revenues	B-4
TABLE 5 Expenditures.....	B-5
TABLE 6 Budget Detail	B-6

NEVADA COUNTY TRANSPORTATION COMMISSION

CREATING A BETTER FUTURE BY BUILDING UPON SUCCESSES OF THE PAST



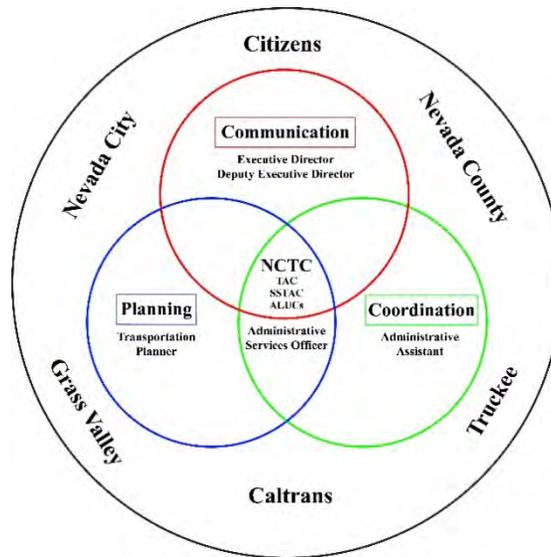
MISSION STATEMENT

The mission of the Nevada County Transportation Commission is to plan, communicate, and coordinate with the citizens and decision makers of Grass Valley, Nevada City, Nevada County, Town of Truckee, and with Caltrans to identify transportation needs, propose solutions, and assist in implementing projects to create a balanced regional transportation system, while protecting the rural qualities and historic character of Nevada County.

Activities to Achieve the Mission Include, But are not Limited to, the Following:

- ✓ *NCTC develops a Regional Transportation Plan (RTP) which includes the actions, funding recommendations, and policy direction necessary to meet the needs of each transportation system component in the region.*
- ✓ *NCTC interacts with the community through workshops, news media, the NCTC website and electronic newsletter.*
- ✓ *NCTC develops and adopts a Regional Transportation Improvement Program (RTIP) that is consistent with the RTP.*
- ✓ *NCTC conducts a comprehensive planning process in the development of its annual Overall Work Program so that funds expended on planning projects will implement the goals of the RTP.*
- ✓ *NCTC reviews transportation plans and programs of member agencies and endorses them based on consistency with the RTP and RTIP. In keeping with this responsibility, NCTC strives to be creative in assisting the region in developing the revenues to construct improvement projects.*
- ✓ *NCTC communicates and participates in workshops with Caltrans on proposed projects to be developed in the County of Nevada to ensure that the policies and goals of the RTP are implemented.*
- ✓ *NCTC coordinates with regional transportation planning agencies on legislation and statewide policy issues to ensure the region receives appropriate attention and funding from the State of California and the Federal government.*
- ✓ *NCTC participates in interregional planning projects to ensure Nevada County projects support both regional and statewide transportation goals.*
- ✓ *NCTC administers Transportation Development Act funds to ensure all statutory requirements are met, including the identification of the region's transit needs.*
- ✓ *NCTC manages Regional Surface Transportation Program funds, Regional Transportation Mitigation Fee funds and Regional Improvement Program funds in accordance with Federal acts and statutes promulgated by the State of California, selecting and funding eligible transportation improvement projects based upon those that are most effective and beneficial to the region.*

Nevada County Transportation Commission Organization Flow Chart



Nevada County Transportation Commission (NCTC)

NCTC is a Regional Transportation Planning Agency (RTPA) created pursuant to Title 7.88 of the State of California Government Code, Section 67920. As the RTPA for Nevada County, NCTC coordinates transportation planning for Grass Valley, Nevada City, Nevada County, and the Town of Truckee. The NCTC board has seven members. Four members are appointed by the Board of Supervisors and three are appointed by the incorporated municipalities in the County. The Board of Supervisors appoints two of its members and two County at-large representatives. The municipalities appoint three city/town council members; one each from Nevada City, Grass Valley, and the Town of Truckee.

Technical Advisory Committee (TAC)

The TAC is made up of representatives of public transit operators, local public works and planning departments, public airport operators, the air pollution control district, and Caltrans. The Committee provides technical input on transportation issues and ensures there is coordination and cooperation in the transportation planning process.

Social Services Transportation Advisory Council (SSTAC)

The SSTAC is made up of potential transit users who are representatives of the general public; seniors and/or disabled; social service providers for seniors, disabled, and persons of limited means; local social service and consolidated transportation providers; and Truckee residents who represent the senior and Hispanic communities. The goal of the SSTAC is to maintain and improve transportation services to the residents of Nevada County, particularly the underserved and underrepresented members of the community, such as the elderly and disabled. The SSTAC recommends action to the Commission relative to the unmet transit needs findings, and advises the Commission on transit issues, including coordination and consolidation of specialized transportation services.

Airport Land Use Commissions (ALUCs)

The Nevada County Transportation Commission has been designated as the Airport Land Use Commission for the Nevada County Airport and provides staff for the Truckee Tahoe ALUC. The purpose of Airport Land Use Commissions is to protect public health, safety, and welfare by ensuring the orderly expansion of airports and adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within the areas around the airports, to the extent that these areas are not already devoted to incompatible uses.

Nevada County Demographics

As of January 1, 2019, the population of Nevada County was estimated at 98,764. The largest municipality is Truckee with a population of 16,180, followed by Grass Valley at 12,860 and Nevada City at 3,068. Nevada County Quick Facts on Census.gov reported the racial makeup of the county as 84.9% White, followed by 9.7% Hispanic, 1.4% Asian, 1.3% Native American, and 0.6% Black or African-American. Quick Facts indicates that 10.3% of the population was below the poverty level.

OVERALL WORK PROGRAM INTRODUCTION

NCTC annually adopts a budget through the preparation of an Overall Work Program (OWP). This work program describes the planning projects and activities or work elements that are to be funded, and the type of funds that will pay for the expenditures, such as Rural Planning Assistance (RPA), Local Transportation Funds (LTF), or Federal Transit Administration (FTA). A Memorandum of Understanding (MOU) between NCTC, the Cities of Grass Valley and Nevada City, the Town of Truckee, and the County of Nevada provides for the coordination of regional transportation planning with local governments in Nevada County. The Commission staff prepares a draft OWP and in accordance with the MOU, solicits and integrates comments from each of the jurisdictions. The proposed work program is then submitted to the Commission for approval and forwarded to Caltrans. Caltrans, as the grantor of Rural Planning Assistance funds and Federal Transit Assistance funds, approves the OWP. The budget reflects the on-going regional transportation planning process in Nevada County. Major concerns of each of the jurisdictions and Caltrans are reflected in the elements and levels of funding. The OWP is updated each year to report on the progress of identified projects, propose new or continuing projects for the ensuing year, and to provide an estimate of the required funding of the OWP elements.

Public Participation

Public involvement is a major component of the transportation planning and programming processes. NCTC makes a concerted effort to solicit public input from all Nevada County residents, including under-represented groups, in many aspects of transportation planning within Nevada County. Specific examples are listed below:

- ◆ NCTC maintains a website (www.nctc.ca.gov), and a Facebook page to keep the public informed of transportation planning and programming efforts underway in Nevada County. Agendas are posted on the bulletin boards of local jurisdictions and emailed to mobile home parks, residential home owners associations, senior centers, environmental advocates, associations representing the private sector, and individuals that have asked to be included on the distribution list.
- ◆ Articles on the preparation of the Regional Transportation Plan (RTP) and Regional Transportation Improvement Program (RTIP), as well as the public comment periods, are posted on the NCTC website.
- ◆ Copies of the Draft RTP are made available for review at the main public libraries in western and eastern Nevada County, as well as on the NCTC website.
- ◆ Press releases are sent to the media establishments in western and eastern Nevada County announcing the Draft RTP is available for review and comment and noting some key findings.
- ◆ Public hearings are held and noticed in the main newspapers in western and eastern Nevada County prior to adoption of the RTP and RTIP.
- ◆ Each year public notifications are sent out to encourage participation in transportation planning processes, such as the annual unmet transit needs public hearing held by the Transit Services Commission (TSC) and numerous public workshops relating to the transportation projects and planning activities of NCTC.
- ◆ Citizens are encouraged to attend and speak at NCTC meetings on any matter included for discussion on the agenda at that meeting.

Regional Issues, Needs, and Goals

The main transportation issues in western Nevada County are related to providing adequate infrastructure and services to meet the needs of the County, while maintaining and enhancing the rural character and environmental qualities of the area. In western Nevada County, interregional traffic adds to the existing challenge and need to maintain and improve the transportation system.

In eastern Nevada County, the issues also stem from the challenges to meet the needs related to the high volumes of traffic generated by travelers taking advantage of the world-class recreational opportunities available in the Truckee-North Tahoe area. To address these issues requires a multi-modal approach to transportation planning in the region.

Acquiring adequate and timely funding for transportation improvements is the central need within all of the Nevada County issues. Implementation of highway and regional roadway improvements will be key to providing efficient operations, while improving safety and air quality. The 2000 Census reported that approximately 17.5% of the county population was over 65 years of age, in 2019 that population increased to 27.5%, and it is projected that by 2030 this population is expected to increase to over 30%. As the population of residents over the age of 65 increases, it will result in increased demand for public transit services in Nevada County. Additional state and federal transit operating and capital revenues will be necessary in order to meet the additional demand placed on the public transit systems.

Transportation issues facing Nevada County which have been identified as regionally significant include the following:

- ◆ Insufficient state, federal, and local transportation revenues
- ◆ Air quality/greenhouse gas emission reductions
- ◆ Coordination of land use, air quality, and transportation planning
- ◆ Providing and maintaining a transportation system that enhances safety, the efficient movement of all people, goods, services, and information, and environmental quality
- ◆ Efficient implementation of new technologies

Recognition of these issues leads to the overall goal of the Regional Transportation Plan, which is to provide and maintain a transportation system that enhances safety, the efficient movement of all people, goods, and services, and environmental quality. In the Policy Element this overarching goal is divided into the following four goals:

- 1) Provide for the safe and efficient movement of all people, goods, services, and information;
- 2) Reduce adverse impacts on the natural, social, cultural, and historical environment and the quality of life;
- 3) Develop an economically feasible transportation system;
- 4) Create and maintain a comprehensive, multi-modal transportation system to serve the needs of the County.

The following list of projects indicates progress made toward implementing the goals of the Regional Transportation Plan:

- Operation of Gold Country Stage, Truckee Transit, and associated paratransit services
- SR 49-La Barr Meadows Road Signalization and Widening project, constructed 2013
- SR 20/49 Dorsey Drive Interchange project, constructed 2014
- SR 49 Bicycle and Pedestrian Improvement project, constructed 2014
- SR 49 Signal Pre-emption, programmed 2012 STIP, construction 2015/16
- SR 89 “Mousehole” Grade Separation, programmed 2012 STIP, construction 2015/16
- Northeast Grass Valley Sidewalk Improvements, Preliminary Engineering 2014/15, construction 2015/16
- Northeast Grass Valley Sidewalk Improvements, Preliminary Engineering 2014/15, construction 2015/16
- SR 49-La Barr Meadows to McKnight Way, programmed 2012 STIP, Project Approval - Environmental Documentation 2016/17, Plans, Specifications, and Estimates 2018/19
- Newtown Road Class II/III Bike Lanes, Right-of-Way 2012-2015, construction 2016/17

2020/21 Federal Planning Factors:

As shown in the chart below, the Federal Planning Factors included in Fixing America’s Surface Transportation Act (Section 134(h), FAST Act, 2015) have been integrated into NCTC’s FY 2020/21 OWP:

1. Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

<u>Planning Factors</u>	WE 1.1	WE 1.2	WE 2.1	WE 2.2	WE 2.3	WE 2.3.1	WE 2.3.2	WE 2.4	WE 2.4.2
Economic Vitality	X	X	X	X	X	X		X	
Safety	X		X	X	X	X		X	X
Security	X		X	X	X	X		X	
Accessibility	X		X	X	X	X	X	X	
Environment	X		X	X	X	X		X	
Connectivity	X		X	X	X	X	X	X	X
System Management & Operation	X	X	X	X	X	X	X	X	X
Preservation	X		X	X	X	X		X	X
Resiliency & Reliability	X	X	X	X	X	X	X	X	
Travel & Tourism	X		X	X	X	X		X	

WORK ELEMENT 1 - COMMUNICATION AND COORDINATION

Public involvement is a major component of NCTC's planning process. The activities and products from Project 1.1, General Services and Communication, are intended to provide the public with complete information and timely notices, thereby giving full public access to key decisions.

Work Element 1 incorporates the following activities that are an integral part of accomplishing NCTC's Mission:

- *NCTC interacts with the community through workshops, news media, and the internet.*
- *NCTC conducts a comprehensive planning process in the development of its annual Overall Work Program so that funds expended on planning projects will implement the goals of the RTP.*

NCTC has the statutory responsibility to administer Transportation Development Act (TDA) funds, and to ensure that all expenditures of TDA funds are in conformity with the Regional Transportation Plan (RTP). NCTC also administers funds received from the Regional Surface Transportation Program (RSTP) and the Regional Transportation Mitigation Fee (RTMF) program. The work performed under Project 1.2, Fiscal Administration, has been incorporated into the NCTC Mission as follows:

- *NCTC administers Transportation Development Act funds to ensure all statutory requirements are met, including the identification of the region's transit needs.*
- *NCTC manages Regional Surface Transportation Program funds, Regional Transportation Mitigation Fee funds and Regional Improvement Program funds in accordance with Federal acts and statutes promulgated by the State of California, selecting and funding eligible transportation improvement projects based upon those that are most effective and beneficial to the region.*

Through communication, collaboration, and public outreach activities, Work Element 1 incorporates the ten Federal Planning Factors (see page I-5) into the NCTC planning program.

Information and data developed through these activities are included in the Regional Transportation Plan and in transit planning documents.

WORK ELEMENT 1 - COMMUNICATION AND COORDINATION (continued)

Project 1.1 - General Services and Communication

Purpose: Conduct communication and public outreach activities. Provide administrative and financial support for the operation of the Nevada County Transportation Commission and its advisory committees through the activities listed below.

Continuing Work:

- Public information and outreach activities (LTF)
- Preparation of agendas, minutes, notices, and correspondence (LTF)
- Track legislation pertinent to the transportation planning process (LTF)
- Technical Advisory Committee (TAC) activities (LTF)
- Provide staff services to SSTAC (LTF)
- Personnel administration (LTF)
- Maintain and update the NCTC website (LTF)
- Office lease (LTF)
- Purchase equipment (LTF)
- Maintain the Commission's office and equipment (LTF)
- Press releases and electronic newsletter (LTF)
- Reports on legislative measures (LTF)
- Update Conflict of Interest Code (LTF)
- Update DBE Program (LTF)
- Coordination with public safety agencies regarding the safety and security of the transportation system (LTF)
- Coordinate implementation of projects in the Regional Transportation Mitigation Fee (RTMF) Program. ((RTMF)
- Work with Nevada County, Grass Valley, and Nevada City to implement projects included in the multi-year Congestion Mitigation Air Quality (CMAQ) project listing. (LTF)
- Apply for FTA planning grants. (LTF)

Products:

- Documentation of Commission and/or TAC meetings (Bimonthly)
- Executive Director's Reports (Bimonthly)
- Personnel reviews (Annual)
- FTA Section 5311 Program of Projects (Mar 20)

Budget 1.1

Revenues:		
	LTF	\$212,070.00
	RTMF	\$5,000.00
Total		\$217,070.00
Expenditures:		
	Staff	\$177,368.09
	Indirect	\$34,701.91
	HR Consulting	\$5,000.00
Total		\$217,070.00

Indirect costs are paid with local funds (see Budget Table 5).

WORK ELEMENT 1 - COMMUNICATION AND COORDINATION (continued)

Project 1.2 - Fiscal Administration

Purpose: Administer funds held by NCTC in accordance with the provisions of the TDA Guidelines and State and Federal requirements through the activities listed below.

Continuing Work:

- Develop and oversee Overall Work Program and annual budgets (LTF)
- Contract for and oversee fiscal and performance audits, as required (LTF)
- Provide assistance to claimants in completing claims and resolving audit findings and/or recommendations (LTF)
- Preparation of State Controller's Annual Report (LTF)
- Annual "Unmet Transit Needs" public hearing (LTF)
- Preparation of monthly financial reports (LTF)
- Review and process claims for TDA funds (LTF)
- Reports to Caltrans regarding FTA grants and RPA funds (LTF)
- Update transportation/transit claim guidelines and forms (LTF)
- Administer the Regional Transportation Mitigation Fee Program (RTMF)
- Administer the Regional Surface Transportation Program (LTF)
- Accounting/payroll (LTF)
- Coordination of community transit services and funding with Consolidated Transportation Service Agencies (LTF)
- Preparation of Triennial Performance Audits (LTF)

Products:

- Closeout FY 2019/20 OWP (Sept 20)
- Manage FY 2020/21 Overall Work Program (July 20-June 21)
- Draft FY 2021/22 Overall Work Program (Feb 21)
- Final FY 2021/22 Overall Work Program (May 21)
- Fiscal and Compliance Audits (July 20 - Dec 20)
- State Controller's Annual Report (Dec 20)
- Accounting Reports/Payroll/Payment Authorizations/Tax Reports (Ongoing)
- Financial reports (Monthly)
- Findings of Apportionment (Feb 21)

Budget 1.2

Revenues:		
	LTF	\$273,265.03
Total		\$273,265.03
Expenditures:		
	Staff	\$191,339.61
	Indirect	\$37,435.42
	Fiscal Audits	\$44,490.00
Total		\$273,265.03

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING

NCTC has the responsibility to prepare and adopt a Regional Transportation Plan (RTP) directed to the achievement of a coordinated and balanced regional transportation system. The plan is to be action-oriented and pragmatic, considering both the short and long term future, and is to present clear, concise policy guidance to local and state officials. Projects 2.1 (Regional Transportation Plan), 2.2 (Transportation Improvement Programs), 2.3 (Transit and Paratransit Programs), and 2.4 (Coordination of Regional Planning), are tied to the NCTC Mission by the following activities:

- *NCTC develops a Regional Transportation Plan (RTP) which includes the actions, funding recommendations, and policy direction necessary to meet the needs of each transportation system component in the region.*
- *NCTC develops and adopts a Regional Transportation Improvement Program that is consistent with the RTP.*
- *NCTC reviews transportation plans and programs of member agencies and endorses them based on consistency with the RTP and RTIP. In keeping with this responsibility, the NCTC strives to be creative in assisting the region in developing the revenues to construct improvement projects.*
- *NCTC communicates and participates in workshops with Caltrans on proposed projects to be developed in the County of Nevada to ensure that the policies and goals of the RTP are implemented.*
- *NCTC coordinates with regional transportation planning agencies on legislation and statewide policy issues to ensure the region receives appropriate attention and funding from the State of California and the Federal government.*
- *NCTC participates in interregional planning projects to ensure Nevada County projects support both regional and statewide transportation goals.*

The following activities and products included in Work Element 2 are appropriate uses of Rural Planning Assistance Funds:

- ✓ Participate in Federal and State Clean Air Act transportation related air quality planning activities. (Projects 2.1 and 2.2)
- ✓ Develop and/or modify tools that allow for better assessment of transportation impacts on community livability (e.g. integration of GIS and census data into the regional traffic model and development of performance measurement tools and strategies). (Projects 2.1 and 2.4)
- ✓ Identify and document transportation facilities, projects, and services required to meet the regional and interregional mobility and access needs. (Projects 2.1, 2.2, and 2.3)
- ✓ Define solutions and implementation issues in terms of the multimodal transportation system, land use and economic impacts, financial constraints, air quality and environmental concerns (including wetlands, endangered species and cultural resources). (Projects 2.1 and 2.2)
- ✓ Assess the operational and physical continuity of transportation system components within and between metropolitan and rural areas, and interconnections to and through regions. (Projects 2.1, 2.3, and 2.4)
- ✓ Conduct transit needs public hearings and prepare transit development plans and transit marketing plans as appropriate. (Project 2.3)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

- ✓ Investigate methods to reduce vehicle travel and methods to expand and enhance travel services. (Projects 2.3, 2.3.1, and 2.4)
- ✓ Incorporate transit and intermodal facilities, bicycle transportation facilities, and pedestrian walkways in projects where appropriate. (Projects 2.1, 2.2, 2.3 and 2.3.1)
- ✓ Participate with regional, local and state agencies, the general public, and the private sector in planning efforts to identify and implement policies, strategies, programs and actions that maximize and implement the regional transportation infrastructure. (Projects 2.1, 2.2, 2.3, and 2.4)
- ✓ Conduct collaborative public participation efforts to further extend transportation planning to communities previously not engaged in discussion. (Project 2.1, 2.3, 2.3.1, and 2.3.2)
- ✓ Create, strengthen, and use partnerships to facilitate and conduct regional planning activities between Caltrans, RTPAs, Metropolitan Planning Organizations (MPOs), transit districts, cities, counties, the private sector, and other stakeholders. (All WE 2 Projects)
- ✓ Use partners to identify and implement policies, strategies, programs and actions that enhance the movement of people, goods, services, and information. (Projects 2.1, 2.3, 2.3.1, and 2.3.2)
- ✓ Ensure that projects developed at the regional level are compatible with statewide and interregional transportation needs. (Projects 2.2 and 2.4)
- ✓ Conduct planning and project activities (including corridor studies, and other transportation planning studies) to identify, develop, and monitor current and future STIP projects. (Projects 2.1 and 2.2)
- ✓ Implement ways to meet transportation needs by using existing transportation facilities more efficiently. Encourage owners and operators of transportation facilities/systems to work together to develop operational objectives and plans maximizing utilization of existing facilities. (Projects 2.1, 2.3, 2.3.1, 2.3.2, and 2.4)
- ✓ Document environmental and cultural resources and develop and improve coordination between agencies using Geographic Information Systems (GIS), Intelligent Transportation Management Systems (ITMS), and other computer-based tools. (Projects 2.1 and 2.4)

Work Element 2, Regional Transportation Planning, incorporates the ten Federal Planning Factors into the NCTC planning program (see page I-5).

Monitoring safety and operational data of transportation facilities and services in Projects 2.1 and 2.3 will aid NCTC efforts to incorporate “safety” and “security” within the planning process. Through expanded Technical Advisory Committee meetings, transportation planning will be coordinated with emergency preparedness plans in the region. Systems management and operational data will be used to identify opportunities to increase transit ridership and develop operational improvements for regional transportation facilities. Management and operations data will also be key components in guiding capital investment plans for regional transportation system facilities and services. Planning activities will include coordination with nonemergency human service transportation providers. NCTC will also provide information to regional transit operators to ensure appropriate safety, security, and operational training opportunities are provided.

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1 - Regional Transportation Plan (RTP)

Purpose: Monitor implementation of the RTP through the following activities:

- Update travel demand models and circulation plans.
- Coordinate the RTP with Caltrans planning documents.
- Coordinate the RTP with county, town, and city general plans.
- Complete planning studies on projects in the RTP in order to be programmed in the RTIP.
- Plan and coordinate local, regional, state, and federal funding for RTP projects (e.g. RTMF, STIP, RSTP, SHOPP, CMAQ, and federal grants).

Previous Work:

- 2010 and 2015 Nevada County Regional Transportation Plans.
- Completion of the RTP environmental documentation.
- Development of regional transportation models.
- Development of the Regional Transportation Mitigation Fee program.
- Assist member agencies with review and update of transportation capital improvement programs (CIPs) and master plans.
- Incorporate local agency transportation CIPs and master plans into the RTP and RTIP as appropriate.
- Update traffic model land use files.
- Participate in updates of Nevada County, Truckee, Grass Valley, Nevada City General Plans.
- Conduct and update planning studies as needed for regional projects identified by NCTC, TAC, and member agencies.
- Analyze alternative growth scenarios and report on related infrastructure needs and costs.
- Identify Right-of-Way needed for future transportation projects.
- Conduct technical studies necessary to support policies and projects included in the RTP.
- Work with Nevada County's GIS staff to ensure the following airport information is included in the GIS data base: airport locations, airport boundaries, noise contours, airport influence area, and ground access routes to airports.
- Incorporate into the RTP, policies, strategies, programs, and actions that enhance movement of people, goods, services, and information.

Continuing Work:

- Solicit input from citizens and transportation stakeholders, including the Native American community, and agencies regarding transportation issues. (RPA & LTF)
- Monitor implementation of Corridor System Management Plan (CSMP) recommendations. (RPA & LTF)
- Update capital improvement needs lists. (RPA & LTF)
- Work with Northern Sierra Air Quality Management District (NSAQMD) to determine air quality impacts of regional transportation plans and improvement programs. (RPA & LTF)
- Participate with NSAQMD, Caltrans, and other agencies in planning related to Federal 8-hour ozone standards. (RPA & LTF)
- Develop information to evaluate goods movement impacts on the region's transportation system and consider air quality issues related to goods movement. (RPA & LTF)
- Update Highway Performance Monitoring System (HPMS) data. (RPA & LTF)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1 - Regional Transportation Plan (RTP) (continued)

- Coordinate with public safety agencies. (RPA & LTF)
- Integrate system safety and security elements into the RTP. (RPA & LTF)

Additional Work Activities:

- Monitor existing traffic conditions and safety data. (RPA & LTF)
- Coordinate with Caltrans to develop and implement performance measures in the regional planning process. (RPA & LTF)
- When developing regional transportation projects and updating planning documents, NCTC will consider and incorporate transit services, intermodal facilities, and pedestrian bicycle facilities whenever appropriate. (RPA & LTF)
- Planning activities related to CMAQ program including preparation and releasing of call for projects, review and ranking applications, project selection, and programming. (RPA & LTF)
- Coordinate review of safety and design concerns related to state highway projects. (RPA & LTF)
- Update travel demand model to address new Vehicle Miles Traveled (VMT) requirements. (RPA & LTF)

Products:

- Reports on air quality issues (Annual)
- Reports on traffic conditions and safety data (Annual)
- Reports on new issues and projects to be included in the RTP (Annual)
- Progress reports on project planning activities (Bimonthly)

Budget 2.1

Revenues:		
	LTF Carryover	\$53,791.72
	LTF	\$26,803.52
	RPA Formula	\$121,172.75
Total		\$201,767.99
Expenditures:		
	Staff	\$114,388.07
	Indirect	\$22,379.92
	Traffic Engineering	\$25,000.00
	Local Agency Participation	\$30,000.00
	Traffic Counts	\$10,000.00
Total		\$201,767.99

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.2 - Transportation Improvement Programs

Purpose: To monitor implementation of the Regional Transportation Improvement Program (RTIP) and provide policy analysis and recommendations regarding the RTIP and the State Transportation Improvement Program (STIP) through the activities listed below.

Previous Work:

- Coordinate with Nevada County Airport manager regarding potential impacts of the Dorsey Drive Interchange project on access to the airport.
- Complete traffic modeling analyses required for Air Quality Conformity.
- Participate with Nevada County in the Brunswick Road/Loma Rica Drive Intersection Alternatives Feasibility Analysis.
- Participate with Grass Valley in the McKnight Way Interchange Alternatives Feasibility Analysis.
- Participate with Grass Valley in preparation of the Accessibility Transition Plan.
- Participate with Grass Valley on the Dorsey Drive Interchange project.
- Monitor progress on the SR 89 "Mousehole" project.

Continuing Work:

- Monitor STIP implementation. (RPA & LTF)
- Monitor planning, design, and construction of improvement projects on SR 49 widening between the Wolf/Combie Road intersection and Grass Valley. (RPA & LTF)
- Encourage interagency coordination necessary to identify and develop new RTIP projects. (RPA & LTF)
- Communicate and coordinate with Caltrans to identify and implement incremental projects (such as an interim 3-lane cross section) to accelerate the safety improvements to the SR 49 corridor between Grass Valley and the Combie/Wolf Road intersection. (RPA & LTF)
- Participate with Caltrans in developing the SR 49 Corridor System Management Plan. (RPA & LTF)
- Coordinate with Caltrans regarding Interregional Transportation Improvement Program (ITIP) participation in STIP funded projects in Nevada County. (RPA & LTF)

Products:

- Status reports on Nevada County's STIP projects (Bimonthly)
- Reports regarding implementation of the Nevada County RTIP (Ongoing)
- Reports on implementation of the Caltrans SR 49 Corridor System Management Plan (Annual)

Budget 2.2

Revenues:		
	RPA Formula	\$57,406.15
	LTF	\$11,231.46
Total		\$68,637.61
Expenditures:		
	Staff	\$57,406.15
	Indirect	\$11,231.46
Total		\$68,637.61

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3 - Transit and Paratransit Programs

Purpose: Work with city, county, and town staff to improve efficiency, productivity, and cost effectiveness of existing transit and paratransit systems through the activities listed below.

Previous Work:

- Transit Development Plans

Additional Work Activities:

- Monitor ridership, expenditures, and revenue for each system. (LTF & RPA)
- Hold coordination meetings with transit and paratransit providers. (LTF & RPA)
- Check operational performance indicators for each system. (LTF & RPA)
- Assist in implementation of Transit Development Plans and Coordinated Public Transit-Human Services Transportation Plan. (LTF & RPA)
- Develop and present information regarding alternative forms of transportation that are practical for Nevada County. (LTF & RPA)
- Coordinate with human service transportation providers. (LTF & RPA)
- Distribute press releases and other educational information regarding alternative forms of transportation. (LTF & RPA)
- Participate on the Accessible Transportation Coalition Initiative-Mobility Action Partners Coalition. (LTF & RPA)

Products:

- Reports to the Commission regarding staff participation in the transit and paratransit planning processes (Bimonthly)

Budget 2.3

Revenues:		
	RPA Formula	\$49,786.19
	LTF	\$14,536.47
Total		\$64,322.66
Expenditures:		
	Staff	\$49,786.19
	Indirect	\$14,536.47
Total		\$64,322.66

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3.1 - Western Nevada County Transit Development Plan (WNCTDP)

Purpose: This study will analyze a wide range of service, capital, institutional and management, and financial alternatives. The consultant will evaluate the existing transit systems, research opportunities for improved coordination in the region, determine the most efficient approach to meet the needs of the public, and identify where transit resources should be devoted over the plan period. Public involvement and outreach activities (i.e., community and stakeholder meetings, public forums, on-board surveys, etc.) are integral components of the study. The WNCTDP will include a year-by-year implementation schedule for all plan elements, identifying the responsible parties and financial requirements.

Previous Work:

- Western Nevada County TDP Update, 2016.
- Triennial Performance Audits.
- Western Nevada County Public Transportation Governance Study, 2012.
- Nevada County Coordinated Public Transit-Human Services Transportation Plan.

Additional/Continuing Work Activities:

- Prepare and distribute a Request for Proposal to qualified consultants (RPA)
- Review proposal, select consultant, and execute a contract. (RPA)
- Finalize the work program and refine the scope of work. (RPA)
- Project administration and coordination. (RPA)
- Project initiation and data collection. (RPA)
- Analyze existing transportation services. (RPA)
- Review ridership data. (RPA)
- Summarize and assess transit needs. (RPA)
- Stakeholder involvement and public outreach. (RPA)
- Conduct onboard surveys. (RPA)
- Identify and evaluate service alternatives. (RPA)
- Develop capital, financial, and management alternatives. (RPA)
- Preparation and presentation of draft TDP. (RPA)
- Modify draft TDP and prepare final plan. (RPA)
- Project meetings and coordination. (RPA)

Products:

- Scope of Work. (Oct 19)
- Request for Proposals. (Nov 19)
- Consultant contract. (Jan 20)
- Quarterly Progress Reports (Mar 20 – Mar 21)
- Technical Memoranda: Existing Conditions, Major Activity Centers, Existing Services and Ridership Data, Paratransit Costs and Coordination of Services, Transit Demand Areas and Needs in Outlying Areas, Stakeholder Involvement, Onboard Surveys, Public Workshops, Analysis of Service Alternatives and Efficiency of Paratransit Services, Capital Needs and Funding Sources, Report of Institutional Management Alternatives. (Feb 20 - Nov 20)
- Draft report. (Jan 21)
- Final report and Implementation Schedule. (Mar 21)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3.1 - Western Nevada County Transit Development Plan (WNCTDP) (continued)

Budget 2.3.1

The full amount of the RPA Grant awarded in FY 19/20 is shown in this draft, since it is not known how funding will be carried forward.
The Final FY 20/21 OWP will show an estimated amount of RPA Grant funds carried forward from FY 19/20.

Revenues:		
	RPA Grants	\$80,000.00
	RPA Formula	\$13,044.53
Total		\$93,044.53
Expenditures:		
	Staff	\$13,044.53
	Consultant	\$80,000.00
Total		\$93,044.53

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3.2 – Nevada County Coordinated Public Transit-Human Services Plan Update

Purpose: The primary focus of this project is to support and expand the facilitation of transportation coordination among the various human service entities and the private and public transportation services. The strategies update the current Coordinated Public Transit – Human Services Transportation Plan and will address existing transportation service gaps and needs.

Previous Work:

- 2014 Nevada County Coordinated Public Transit-Human Services Transportation Plan.

Additional Work Activities:

- Prepare and distribute a Request for Proposal to qualified consultants. (LTF)
- Establish Project Advisory Committee (PAC) and manage involvement. (LTF)
- Review proposal, select consultant, and execute a contract. (LTF)
- Finalize the work program and refine the scope of work. (RPA & LTF)
- Project initiation and data collection. (RPA & LTF)
- Prepare demographic profile of Nevada County. (RPA & LTF)
- Assessment of public, private, and social service transportation options. (RPA & LTF)
- Stakeholder outreach to identify unmet transportation needs and gaps in service. (RPA & LTF)
- Develop solutions to address unmet transportation needs and gaps in service. (RPA & LTF)
- Develop implementation plan for high priority strategies (RPA & LTF)
- Preparation and presentation of draft report. (RPA & LTF)
- Modify draft report and prepare final report. (RPA & LTF)
- Project support and administration of grant. (LTF)

Products:

- Scope of Work. (Oct 19)
- Request for Proposals. (Nov 19)
- Consultant contract. (Jan 20)
- Quarterly Progress Reports (Mar 20 – Mar 21)
- Technical Memoranda: Demographics and Conditions, the Center Existing Services and Coordination of Services, Unmet Transit Needs and Transit Demand Areas, Onboard Surveys, Stakeholder Interviews, Public Workshops, Strategies to Meet Needs and Prioritization of Strategies, Recommended Strategies and Funding Sources. (Feb 20 – Nov 20)
- Draft Report. (Jan 21)
- Final Report and Implementation Schedule (Mar 21)

Budget 2.3.2

The full amount of the RPA Grant awarded in FY 19/20 is shown in this draft, since it is not known how funding will be carried forward. The Final FY 20/21 OWP will show an estimated amount of RPA Grant funds carried forward from FY 19/20.

Revenues:		
	RPA Grants	\$50,000.00
	LTF	\$11,467.95
Total		\$61,467.95
Expenditures:		
	Staff	\$11,467.95
	Consultant	\$50,000.00
Total		\$61,467.95

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning

Purpose: Enhance NCTC's regional planning efforts through the following activities:

- Coordinate local land use planning with regional transportation planning.
- Analyze regional transportation impacts of proposed development projects.
- Improve Transportation Systems Management (TSM) and Transportation Demand Management (TDM) efforts in the region.
- Provide for Commission participation in studies done by other agencies.
- Promote cooperation between regional planning agencies.
- Promote regional transportation services (e.g. connections to Capitol Corridor rail service).

Previous Work:

- Review of local development projects and environmental documents.
- Traffic model analyses of development projects, and modifications to regional and local transportation facilities proposed by public agencies.
- Study to extend Capitol Corridor train service to Truckee/Tahoe area.
- Participate in the SR 49 Corridor Study with Placer County Transportation Planning Agency (PCTPA) and Caltrans.
- Participate in the Tahoe Gateway Intelligent Transportation Study.
- Coordinate with Placer County, PCTPA, Nevada County, and Caltrans as a Technical Advisory Committee for the SR 49 Corridor Study.
- Coordinate with Caltrans, SACOG, El Dorado Transportation Commission, Sierra County Transportation Commission, and Placer County Transportation Planning Agency to update and maintain the Tahoe Gateway ITS Regional Architecture.
- Participate with Caltrans and RTPAs to pursue rail projects that will improve goods movement and enhance passenger rail service.
- Work with the Northern Sierra Air Quality Management District (NSAQMD) to develop and implement transportation control measures consistent with the region's air quality non-attainment plan and regional transportation plan.
- In conjunction with PCTPA and Caltrans, actively pursue, develop, and implement funding for SR 49 corridor improvements.
- Participate as a member of the Tahoe Gateway Architecture Maintenance Team.
- Coordinate with member agencies to reestablish and enhance Transportation Demand Management (TDM) programs in Nevada County.
- Assist with modeling and traffic analyses as requested by jurisdictions and approved by NCTC.
- Analyze transportation impacts of development proposals.
- Analyze proposed modifications to city and county land use plans.
- Participate in the North State Super Region “North State Transportation for Economic Development Study.”
- Review updates of the Circulation and Land Use Elements of General Plans for Nevada County, cities of Grass Valley and Nevada City, and the Town of Truckee to ensure consistency with the adopted Airport Land Use Compatibility Plans (ALUCPs) for the Nevada County and Truckee Tahoe airports.

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning (continued)

Continuing Work:

- Participate in Regional Transportation Planning Agency group meetings and California Rural Counties Task Force meetings. (RPA & LTF)
- Participate in Federal and State Clean Air Act transportation related air quality planning activities. (RPA & LTF)
- Participate in the Truckee/North Tahoe Transportation Management Association (TNT/TMA) and Resort Triangle Transportation Planning Coalition (RTTPC) meetings. (RPA & LTF)
- Review and comment on Caltrans Systems Plans and related documents. (RPA & LTF)
- Participate in inter-regional planning projects (e.g. North State Super Region (NSSR), I-80 Corridor Management Plan, and Trans-Sierra Transportation Coalition). (RPA & LTF)
- Coordination with the Nevada County Economic Resource Council. (RPA & LTF)
- Monitor legislation that impacts transportation planning. (LTF)
- Monitor planning efforts of Grass Valley, Nevada City, Nevada County, and Truckee. (RPA & LTF)
- Present information to local civic groups regarding regional transportation planning. (RPA & LTF)
- Participate in local ad hoc committees. (RPA & LTF)
- Maintain formal consultation with Native American Tribal Governments. (RPA & LTF)
- Monitor implementation of the Nevada County Active Transportation Plan. (RPA & LTF)
- Participate in the “Zero Traffic Fatalities Task Force”. (RPA & LTF)
- Participate in Critical Freight Corridors Working Group. (RPA, LTF)
- Participate in SR 49 Stakeholders Committee. (RPA, LTF)
- Distribute press releases. (RPA & LTF)
- California Local Streets and Roads Needs Assessment Oversight Committee Participation (RPA & LTF)
- Coordinate with partner agencies to implement the MAPI-21/FAST Act performance-based approach in the scope of the transportation planning process. (RPA & LTF)
- Participate in the California Federal Programming Group (CFPG). (RPA & LTF)
- Participate in the Transportation Cooperative Committee. (RPA & LTF)
- Participate on the Truckee Transit Center Study Project Advisory Committee. (RPA & LTF)
- Coordinate with local jurisdictions in the identification of pedestrian and bicycle projects that meet the requirements for Active Transportation Program grant funding and assist with preparation of applications. (RPA & LTF)
- Coordinate with partners to identify policies, strategies, programs and actions that enhance the movement of people, goods, services and information on the regional, interregional, and state highway systems. (RPA & LTF)
- Participate in Interregional Transportation Strategic Plan (ITSP) Workshops. (RPA & LTF)
- Participate in Federal Rescission working group. (RPA & LTF)
- Participate with North Tahoe SSTAC and Placer County SSTAC in coordination of unmet needs hearings.

Products:

- Reports regarding participation in regional coordination activities (e.g. Zero Traffic Fatalities Task Force, Critical Freight Corridors Working Group, ITSP Workshops, and Critical Freight Corridors Working Group). (Bimonthly)
- Reports on coordination with the Nevada County Economic Resource Council. (Bimonthly)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning (continued)

- Reports on SR 49 Corridor improvements. (Bimonthly)
- Reports to the Commission regarding North State Super Region meetings and activities. (Bimonthly)
- Reports regarding RTPA and RCTF meetings. (Bimonthly)
- Reports regarding TNT/TMA and RTTPC activities. (Bimonthly)

Budget 2.4

Revenues:		
	RPA Formula	\$52,590.38
	LTF	\$50,279.87
Total		\$102,870.25
Expenditures:		
	Staff	\$84,364.43
	Indirect	\$16,505.82
	RCTF	\$2,000.00
Total		\$102,870.25

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.2 – Airport Land Use Commission Planning and Reviews

Purpose: Enhance NCTC's regional planning efforts through the following activities:

- Coordinate local land use planning with airport land use compatibility plans.
- Promote cooperation between land use planning agencies and airport land use commissions.
- Conduct reviews of projects near Nevada County and Truckee Tahoe Airport for consistency with adopted ALUCPs.
- Provide staff support to Nevada County and Truckee Tahoe Airport Land Use Commissions.
- Participate in statewide ALUC meetings.

Previous Work:

- Nevada County Airport Land Use Compatibility Plan
- Truckee Tahoe Airport Land Use Compatibility Plan

Continuing Work:

- Review airport land use compatibility issues
- Conduct reviews of projects near Nevada County and Truckee Tahoe Airport for consistency with adopted ALUCPs. (ALUC Fees, LTF)

Products:

- Reports on airport land use compatibility issues

Budget 2.4.2

Revenues:		
	ALUC Fees	\$15,000.00
Total		\$15,000.00
Expenditures:		
	ALUC Reviews	\$15,000.00
Total		\$15,000.00

WORK ELEMENT 3 - CALTRANS ACTIVITIES WITH NCTC FOR FY 2020/21

ACTIVITY	DESCRIPTION	PRODUCTS
System Planning	Completion of system planning products used by Caltrans and its transportation partners	Caltrans District 3 System Planning documents consistent with the Caltrans District 3 System Planning Five-Year Work Plan.
Advance Planning	Completion of pre-programming studies (e.g., Project Initiation Documents) so as to be ready to program resources for capital projects	Project Initiation Documents (PID), as indicated in the Two-Year PID Work Plan.
Regional Planning	Participate in and assist with various regional planning projects and studies	Participation in the following projects and studies: <ul style="list-style-type: none"> ■Town of Truckee-Sustainable Community Grant & Adaptation Grant ■NCTC-2 RPA Grants ■SR 49 CSMP Update ■Assisting with SR 49 INFRA Grant Application ■Oversite of Planning Studies/ Conceptual Projects pertaining to the State Highway System
Local Development Review Program	Review of local development proposals potentially impacting the State Highway System	Assistance to lead agencies to ensure the identification and mitigation of local development impacts to the State Highway System that is consistent with the State's smart mobility goals.

Glossary of Terms and Acronyms

Active Transportation Plan: Identifies a network of pedestrian and bicycle facilities and projects to support pedestrian and bicycle safety for people of all ages and abilities. Specifically, the Active Transportation Plan aims to:

- Identify barriers and innovative solutions to encourage walking and bicycling as viable travel modes
- Effectively build on recently completed and current active transportation planning efforts
- Develop walking/bicycling networks supportive of existing and future land uses and projects
- Develop a clearly-defined implementation strategy with specific, creative, yet practical and financially feasible projects matched to specific funding opportunities

Active Transportation Program (ATP): Created in 2013 by the passage of SB 99 and AB 101, the Active Transportation Program consolidates existing federal and state transportation programs into a single program with a focus to make California a national leader in active transportation. The purpose of the Active Transportation Program is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance the active transportation efforts of regional agencies to achieve Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008) and SB 341 (of 2009),
- Enhance public health and ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

Airport Land Use Commission (ALUC): The fundamental purpose of ALUCs is to promote land use compatibility around airports. As expressed in state statutes, this purpose is "... to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within areas around public airports to the extent that these areas are not already devoted to incompatible uses." The statutes give ALUCs two principal powers by which to accomplish this objective:

1. ALUCs must prepare and adopt an airport land use plan; and
2. ALUCs must review the plans, regulations, and other actions of local agencies and airport operators for consistency with that plan.

Airport Land Use Compatibility Plan (ALUCP): A document referred to by ALUCs and individuals seeking to review standards for land use planning in the vicinity of an airport. The ALUCP defines compatible land uses for noise, safety, airspace protection, and overflight within the Airport Influence Area (AIA).

Allocation: A distribution of funds by formula or agreement. With regard to Transportation Development Act funds, allocation is the discretionary action by the RTPA which designates funds for a specific claimant for a specific purpose.

Apportionment: Distribution of funds by a formula. Apportionment under the Transportation Development Act is the determination by the RTPA of each area's share of anticipated LTF for the ensuing fiscal year.

California Environmental Quality Act (CEQA): A statute that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible.

Capital Improvement Program (CIP) or Capital Improvement Plan: A short-range plan, which identifies capital projects and equipment purchases, provides a planning schedule and identifies options for financing the plan.

Congestion Mitigation and Air Quality (CMAQ): A federal funding program that is available in western Nevada County for transportation projects that demonstrate emission reductions to help attain federal air quality standards. Western Nevada County was classified in 2004 as "non-attainment" for 8-hour ozone standards. Project categories eligible for CMAQ funding include:

- Alternative fuels and vehicles
- Congestion reduction and traffic flow improvements
- Transit improvements
- Bicycle and pedestrian facilities
- Public education and outreach
- Diesel engine retrofits
- Car pooling and van pooling

Projects are submitted by local jurisdictions for consideration and are ranked based on air quality benefits and project readiness. NCTC then reviews the ranking and chooses projects to be funded.

Corridor System Management Plan (CSMP): Foundational documents supporting a partnership-based, integrated management of all travel modes (cars, trucks, transit, bicycles, and pedestrians) and infrastructure (highways, roads, rail tracks, information systems and bike routes) so that mobility along a corridor is provided in the most efficient and effective manner possible.

Federal Highway Administration (FHWA): An agency within the U.S. Department of Transportation that supports state and local governments in the design, construction, and maintenance of the Nation's highway system (Federal Aid Highway Program) and various federally and tribal owned lands (Federal Lands).

Federal Transit Administration (FTA): A federal agency that provides financial and technical assistance to local public transit systems, including buses, subways, light rail, commuter rail, trolleys and ferries.

Findings of Apportionment: Prior to March 1 of each year, Nevada County Transportation Commission (NCTC), pursuant to the California Code of Regulations Section 6644, transmits “Findings of Apportionment” for all prospective claimants. The apportionments are determined from the Nevada County Auditor-Controller's estimate of Local Transportation Funding (LTF) for the ensuing fiscal year, less those funds allocated for Transportation Development Act (TDA) administration, transportation planning and programming, pedestrian/bicycle projects, and community transit services. The remaining funds are then apportioned according to the population of each applicant's jurisdiction in relation to the total population of the County.

Fixing America's Surface Transportation (FAST) Act: A federal law enacted in 2015 to provide long-term funding for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs.

FTA Section 5310: This program set forth in United States Code (U.S.C.) Title 49 Section 5310 provides formula funding to states for the purpose of assisting private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs.

FTA Section 5311: This program set forth in United States Code (U.S.C.) Title 49 Section 5311 provides grants for Rural Areas providing capital, planning, and operating assistance to states to support public transportation in rural areas with populations of less than 50,000 where many residents often rely on public transit to reach their destinations.

Interregional Transportation Improvement Program (ITIP): The ITIP is a five-year program of projects funded through the State Transportation Improvement Program (STIP) that obtains funding primarily through the per-gallon State tax on gasoline. The ITIP is prepared by the California Department of Transportation (Caltrans) and is submitted to the California Transportation Commission (CTC) for approval.

Level of Service (LOS): A qualitative measure used to relate the quality of traffic service. LOS is used to analyze highways by categorizing traffic flow and assigning quality levels of traffic based on performance measures like speed, density, etc. North American highway LOS standards use letters A through F, with A being the best and F being the worst, similar to academic grading.

Local Transportation Fund (LTF): The LTF is derived from a 1/4-cent general sales tax collected statewide. The State Board of Equalization, based on the sales tax collected in each county, returns the sales tax revenues to each county's LTF. The LTF was created in 1971 when legislation was passed to provide funding to counties for transit and non-transit related purposes.

Memorandum of Understanding (MOU): An agreement between two (or more) parties. It expresses a convergence of will between the parties, indicating an intended common line of action. Many government agencies use MOUs to define a relationship between agencies.

Metropolitan Planning Organization (MPO): MPOs are the regional planning entities in urbanized areas, usually an area with a population of 50,000 or more. There are 18 MPOs in California, accounting for approximately 98% of the state's population.

Nevada County Airport Land Use Commission (NCALUC): The Nevada County Transportation Commission was designated by the Nevada County Board of Supervisors and the city selection committee as the ALUC for the Nevada County Airport in May 2010. The NCTC Executive Director serves as the NCALUC Executive Director with support from the NCTC staff.

Nevada County Airport Land Use Compatibility Plan (NCALUCP): The basic function of this plan is to promote compatibility between the airport and surrounding land uses. The plan serves as a tool for use by the NCALUC in fulfilling its duty to review airport and adjacent land use development proposals. Additionally, the plan sets compatibility criteria applicable to local agencies and their preparation or amendment of land use plans and ordinances and to land owners in their design of new developments.

North State Super Region (NSSR): Regional transportation planning agencies from 16 counties in Northern California came together on October 20, 2010 to sign a memorandum of agreement. This agreement created an alliance between the agencies to work together and support each other on issues related to transportation and to have a unified voice representing the North State.

Northern Sierra Air Quality Management District (NSAQMD): The Northern Sierra Air Quality Management District was formed in 1986 by the merging of the Air Pollution Control Districts of Nevada, Plumas and Sierra Counties. The District is required by state law to achieve and maintain the federal and state Ambient Air Quality Standards, which are air quality standards set at levels that will protect the public health. The District is composed of three primary entities, each with a specific purpose: District staff, Governing Board of Directors, and Hearing Board.

Overall Work Program (OWP): NCTC annually adopts a budget through the preparation of an Overall Work Program. This work program describes the planning projects and activities or work elements that are to be funded, and the type of funds that will pay for the expenditures.

Planning, Programming, and Monitoring (PPM): PPM is funding allocated by the California Transportation Commission (CTC) through the State Transportation Improvement Program (STIP). Designated uses of PPM include:

- Regional transportation planning – includes development and preparation of the regional transportation plan;
- Project planning – includes the development of project study reports or major investment studies conducted by regional agencies or by local agencies, in cooperation with regional agencies;
- Program development – includes the preparation of regional transportation improvement programs (RTIPs) and studies supporting them; and
- Monitoring the implementation of STIP projects – includes project delivery, timely use of funds, and compliance with state law and CTC guidelines.

Plans, Specifications, and Estimates (PS&E): In this stage of project development, the scope of the selected alternative is refined; design surveys and photogrammetric mapping is obtained; and reports including traffic data, hydrology and hydraulics, geotechnical design, pavement design, and materials and sound wall design reports are completed. Final right-of-way requirements are determined and procurement is initiated. At the completion of the PS&E stage, a complete set of project plans have been developed that will allow a competent contractor to bid and build the project. These plans include a refined estimate of the construction costs and any required specifications on how the work is to proceed.

Project Approval and Environmental Documentation (PA/ED): The PA/ED step of project development reinforces the philosophy of balancing transportation needs with community goals and values. Outputs of the PA / ED step are the project report and environmental document. The project report is an engineering document

that evaluates the various alternatives for selection of a preferred alternative. The environmental document is a disclosure document that assesses the potential impacts of the project on the environment.

Project Initiation Document (PID): a report that documents the purpose, need, scope, cost, and schedule for a transportation project. The PID identifies and describes the viable alternatives to a transportation problem.

Project Study Report (PSR): A report of preliminary engineering efforts, including a detailed alternatives analysis, cost, schedule, and scope information for a transportation project. A PSR also includes estimated schedule and costs for environmental mitigation and permit compliance.

Public Transportation Modernization Improvement & Service Enhancement Account (PTMISEA): PTMISEA was created by Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Of the \$19.925 billion available to Transportation, \$3.6 billion dollars was allocated to PTMISEA to be available to transit operators over a ten-year period. PTMISEA funds may be used for transit rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or rolling stock (buses and rail cars) procurement, rehabilitation or replacement. Funds in this account are appropriated annually by the Legislature to the State Controller's Office (SCO) for allocation in accordance with Public Utilities Code formula distributions: 50% allocated to Local Operators based on fare-box revenue and 50% to Regional Entities based on population.

Regional Improvement Program (RIP): The RIP is one of two funding programs in the State Transportation Improvement Program (STIP). The RIP receives 75% of the STIP funds and the second program, the Interregional Improvement Program receives 25% of STIP funds. RIP funds are allocated every two years by the California Transportation Commission (CTC) to projects submitted by Regional Transportation Planning Agencies (RTPAs) in their Regional Transportation Improvement Programs (RTIPs).

Regional Surface Transportation Program (RSTP): The RSTP was established by the State of California to utilize federal Surface Transportation Program funds for a wide variety of transportation projects. The State exchanges these federal funds for less restrictive state funds to maximize the ability of local agencies to use the funds for transportation purposes including planning, construction of improvements, maintenance and operation of public streets, and pedestrian and bicycle projects.

Regional Transportation Improvement Program (RTIP): NCTC submits regional transportation projects to the California Transportation Commission (CTC) for funding in a list called the RTIP. The RTIP is a five-year program that is updated every two years. Projects in the RTIP are funded from the Regional Improvement Program (RIP).

Regional Transportation Mitigation Fee (RTMF): The Western Nevada County Regional Transportation Mitigation Fee Program was established in 2001 through a partnership of Nevada County, City of Nevada City, City of Grass Valley, and the Nevada County Transportation Commission (NCTC). The RTMF Program was developed to collect impact fees from new development to help fund transportation improvement projects needed to accommodate growth in the region of western Nevada County.

Regional Transportation Plan (RTP): The Regional Transportation Plan has been developed to document transportation policy, actions, and funding recommendations that will meet the short- and long-term access and mobility needs of Nevada County residents over the next 20 years. This document is designed to guide the systematic development of a comprehensive multi-modal transportation system for Nevada County.

Regional Transportation Planning Agency (RTPA): County or multi-county entities charged by state law in meeting certain transportation planning requirements. As the RTPA for Nevada County, NCTC coordinates transportation planning for Grass Valley, Nevada City, Nevada County, and the Town of Truckee.

Request for Proposal (RFP): A document that solicits proposals, often made through a bidding process, by an agency or company interested in procurement of a commodity, service, or valuable asset, to potential suppliers to submit business proposals.

Rural Counties Task Force (RCTF): There are 26 rural county Regional Transportation Planning Agencies (RTPAs) or Local Transportation Commissions represented on the Rural Counties Task Force (RCTF). The RCTF is an informal organization with no budget or staff that generally meets every other month. A member of the CTC usually acts as liaison to the RCTF, and CTC and Caltrans staff typically attend these meetings to explain and discuss changing statewide transportation issues that may be of concern to the rural counties.

Rural Planning Assistance (RPA): Annually the 26 rural RTPAs receive state transportation planning funding, known as RPA, on a reimbursement basis, after costs are incurred and paid for using local funds.

Social Services Transportation Advisory Council (SSTAC): Consists of representatives of potential transit users including the general public, seniors and/or disabled; social service providers for seniors, disabled, and persons of limited means; local consolidated transportation service agencies; and Truckee residents who represent the senior and Hispanic communities. The SSTAC meets at least once annually and has the following responsibilities:

- To maintain and improve transportation services to the residents of Nevada County, particularly the elderly and disabled.
- Review and recommend action to the NCTC relative to the identification of unmet transit needs and advise the Commission on transit issues, including coordination and consolidation of specialized transportation services.
- Provide a forum for members to share information and concerns about existing elderly and handicapped transportation resources.

State Highway Operations and Protection Program (SHOPP): The SHOPP is a four-year listing of projects prepared by Caltrans.

State Transit Assistance (STA): These funds are provided by the State for the development and support of public transportation needs. They are allocated by the State Controller's Office to each county based on population and transit performance.

State Transportation Improvement Program (STIP): The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the Transportation Investment Fund and other funding sources. STIP programming generally occurs every two years. The STIP has two funding programs, the Regional Improvement Program and the Interregional Improvement Program.

Technical Advisory Committee (TAC): The Technical Advisory Committee (TAC) is made up of representatives of local public works and planning departments, Caltrans District 3, public airport operators, the air pollution control district, public transit operators, and the NCTC consultant engineer on retainer. Members are assigned by staff of local jurisdictions and other participating organizations. Any decisions made or actions proposed by the TAC shall be subject to the review and approval of the NCTC.

TAC responsibilities include:

- Provide technical input, assistance, and recommendations to the Commission to ensure there is comprehensive coordination and cooperation in the transportation planning process for Nevada County.
- Review and comment on comprehensive regional transportation plans for the area, which include the Regional Transportation Plan (RTP), the Regional Transportation Improvement Program (RTIP), and the Overall Work Program (OWP).
- Coordinate efforts and discussions to create and maintain circulation elements of the General Plan and specific plans of the member governments.

Transit Development Plan (TDP): Transit Development Plans study the County's transit services. They help identify transit service needs, prioritize improvements and determine the resources required for implementing modified or new service. The plans also provide a foundation for requests for State and federal funding,

Transit Services Commission (TSC): This commission oversees and advises as necessary the daily operations of the western Nevada County transit system. The TSC has the following responsibilities:

- Establish fares;
- Adopt the level of transit and paratransit services, including route structure and service areas;
- Monitor public response;
- Approve proposed purchase of additional vehicles;
- Review and approve the annual budget for transit and paratransit operations.

Transportation Development Act (TDA): The Transportation Development Act was enacted in 1971 and provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). The TDA funds a wide variety of transportation programs, including planning and programming activities, pedestrian and bicycle facilities, community transit services, and public transportation projects. One of NCTC's major responsibilities is the administration of TDA funding in Nevada County.

Travel Demand Model (also Traffic Model): A computer model used to estimate travel behavior and travel demand for a specific future time frame, based on a number of assumptions. In general, travel analysis is performed to assist decision makers in making informed transportation planning decisions. The strength of modern travel demand forecasting is the ability to ask critical "what if" questions about proposed plans and policies.

Truckee North Tahoe Transportation Management Association (TNT/TMA): The Truckee North Tahoe Transportation Management Association is dedicated to fostering public-private partnerships and resources for the advocacy and promotion of innovative solutions to the unique transportation challenges of the Truckee-North Lake Tahoe Resort Triangle. The TNT/TMA is a planning stakeholder and partner with NCTC.

Truckee Tahoe Airport Land Use Commission (TTALUC): The Truckee Tahoe Airport is an "intercounty" airport situated in both Nevada County and Placer County; therefore, a special ALUC with representatives from both counties was formed. Six members are selected, one each, by Placer and Nevada Counties' Board of Supervisors, City Selection Committees, and Airport Managers of each county. A seventh member is chosen by the other six members to represent the general public. NCTC authorized its staff on May 19, 2010 to provide staff support to the TTALUC.

Truckee Tahoe Airport Land Use Compatibility Plan (TTALUCP): A document referred to by the TTALUC and individuals seeking to review standards for land use planning in the vicinity of the Truckee Tahoe Airport. The plan defines compatible land uses for noise, safety, airspace protection, and overflight. The TTALUC performs consistency determinations for proposed projects in the area covered by the Compatibility Plan as needed.

Vehicle Miles Traveled (VMT): VMT is a metric of the total miles traveled by vehicles in a defined area over a defined period of time and is often used to estimate the environmental impacts of driving, such as Greenhouse Gases and air pollutant emissions. Factors that influence VMT include travel mode, number of trips, and distance traveled. California jurisdictions are transitioning from a Level of Service (LOS) metric to a Vehicle Miles Traveled (VMT) metric within the California Environmental Quality Act's (CEQA) transportation analysis.

Table 1

Budget Summary

Draft FY 2020/21

Revenues	Draft	Final	Difference
	FY 2020/21	FY 2019/20	
LTF Administration	558,828.00	448,208.00	110,620.00
LTF Planning	119,573.61	121,422.00	-1,848.39
LTF Contingency	0.00	0.00	
Rural Planning Assistance (RPA) Formula	294,000.00	294,000.00	0.00
Rural Planning Assistance (RPA) Formula Carryover	0.00	35,134.00	-35,134.00
Rural Planning Assistance (RPA) Grants	130,000.00	166,942.00	-36,942.00
Rural Planning Assistance (RPA) Grants Carryover	0.00	22,242.00	-22,242.00
Regional Transportation Mitigation Fees (RTMF)	5,000.00	5,000.00	0.00
STIP Planning Funds (PPM)	0.00	110,895.00	-110,895.00
ALUC Fees	15,000.00	15,000.00	0.00
Regional Surface Transportation Program (RSTP)		54,500.00	
LTF Carryover	53,791.72	69,104.00	-15,312.28
Total	1,176,193.33	1,342,447.00	-111,753.67

Expenditures	Draft	Final	Difference
	FY 2020/21	FY 2019/20	
Salary USE CELL	524,916.11	492,166.00	32,750.11
Benefits USE ROW 21 FROM SAL & Ben for final	174,248.72	188,183.00	-13,934.28
Direct (Table 2)	261,490.00	522,267.00	-260,777.00
Indirect (Table 3)	136,791.00	132,513.00	4,278.00
Contingency for Liabilities	78,747.31	7,318.00	71,429.31
Total	1,176,193.33	1,342,447.00	-166,253.67

	Estimated	Estimated	Difference
Fund Balance	FY 2020/21	FY 2019/20	
	\$84,114.28	\$137,906.00	(\$53,791.72)

LTF = Local Transportation Fund

FTA = Federal Transit Administration Grant

PPM = Planning, Programming & Monitoring

ALUC = Airport Land Use Commission

Table 2

Direct Costs Budget FY 2020/21		FY 20/21 Draft	FY 19/20 Amendment 3	Difference	Source
13.4	Fiscal Auditor (WE 1.2)	\$44,490	\$43,740	\$750	LTF
13.7	Traffic Counts (WE 2.1)	\$10,000	\$19,011	(\$9,011)	LTF, RPA
13.8	Transportation Engineering (WE 2.1)	\$25,000	\$10,000	\$15,000	LTF, RPA
13.11a	Local Agencies Participation in Regional Planning (WE 2.1)	\$30,000	\$30,000	\$0	LTF, RPA
13.12	Western Nevada County Transit Development Plan (WE 2.3.1)	\$80,000	\$80,000	\$0	RPA
13.16a	Rural Counties Task Force Membership (WE 2.4)	\$2,000	\$2,000	\$0	RPA
13.16b	Statewide Local Streets and Roads Needs Assessment (WE 2.4)	\$0	\$593	(\$593)	LTF
13.30	Airport Land Use Commission Project Reviews (WE 2.4.2)	\$15,000	\$15,000	\$0	ALUC, LTF
13.31	Regional Traffic Model Update (WE 2.1.5)	\$0	\$70,000	(\$70,000)	LTF, RPA
13.40	Nev. Co. Coordinated Public Transit - Human Services Plan Update (WE 2.3.2)	\$50,000	\$50,000	\$0	RPA, LTF
13.48	Human Resources Consulting (WE 1.1)	\$5,000	\$5,000	\$0	LTF
13.50	RTP Implementation: VMT Thresholds (WE 2.1.2)	\$0	\$38,173	(\$38,173)	RPA, LTF
13.53	SR 174/20 Intersection Analysis (WE 2.2.2)	\$0	\$61,960	(\$61,960)	RPA, PPM
13.54	Nevada City SR 49 Multimodal Corridor Plan (WE 2.2.3)	\$0	\$25,347	(\$25,347)	PPM
13.55	Truckee Big Data Daily VMT Analysis (WE 2.1.4)	\$0	\$36,942	(\$36,942)	RPA
	TOTAL	\$261,490	\$487,765	(\$226,275)	

\$261,490

Table 3

Indirect Costs Budget FY 2020/21

ITEM	FY 20/21	FY 19/20	Variance	Variance %
	Draft	Amendment 3		
Nevada County Auditor/Controller	\$20,000	\$17,500	\$2,500	14.29%
Legal Counsel	\$20,000	\$20,000	\$0	0.00%
TNT/TMA Membership	\$4,125	\$4,125	\$0	0.00%
Website Update/Maintenance	\$4,000	\$4,000	\$0	0.00%
Nevada County ERC Membership	\$1,000	\$1,000	\$0	0.00%
Insurance	\$12,500	\$12,500	\$0	0.00%
General Liability & Errors and Omissions	\$10,000	\$10,000	\$0	0.00%
Workers' Compensation	\$2,500	\$2,500	\$0	0.00%
Office Expenses	\$23,650	\$23,650	\$0	0.00%
Phones	\$2,500	\$2,500	\$0	0.00%
Equipment Rental	\$500	\$500	\$0	0.00%
Records Storage	\$650	\$650	\$0	0.00%
Equipment Maintenance Agreements	\$4,000	\$4,000	\$0	0.00%
Publications/Legal Notices	\$1,000	\$1,000	\$0	0.00%
Janitorial Services	\$2,500	\$2,500	\$0	0.00%
Payroll Service	\$2,000	\$2,000	\$0	0.00%
Supplies	\$4,500	\$4,500	\$0	0.00%
Printing & Reproduction	\$500	\$500	\$0	0.00%
Subscriptions	\$400	\$400	\$0	0.00%
Computer Software & Network Maintenance	\$4,500	\$4,500	\$0	0.00%
Postage	\$600	\$600	\$0	0.00%
Equipment	\$3,600	\$3,600	\$0	0.00%
Copier/Printer	\$800	\$800	\$0	0.00%
Office Furniture	\$1,000	\$1,000	\$0	0.00%
Laptop Computer	\$1,300	\$1,300	\$0	N/A
Miscellaneous	\$500	\$500	\$0	0.00%
Training and Conferences	\$1,500	\$1,500	\$0	0.00%
Office Lease	\$31,416	\$29,638	\$1,778	6.00%
Utilities	\$3,500	\$3,500	\$0	0.00%
Travel - Meals & Lodging	\$3,000	\$3,000	\$0	0.00%
Travel - Mileage/Fares/Parking	\$5,000	\$5,000	\$0	0.00%
Professional & Service Organizations	\$3,500	\$3,500	\$0	0.00%
TOTAL	\$136,791	\$132,513	\$4,278	3.23%

Table 4**Revenues - FY 2020/21 OWP**

	Work Element	LTF Carryover	RPA Grants	RPA Grants Carryover	RPA Formula	RPA Formula Carryover	20/21 LTF	ALUC Fees	RTMF	STIP Planning (PPM)	TOTAL
1.1	General Services	0.00					212,070.00		5,000.00		217,070.00
1.2	TDA Admin.	0.00					273,265.03				273,265.03
2.1	Regional Transportation Plan	53,791.72			121,172.75	0.00	26,803.52			0.00	201,767.99
2.2	Transportation Improvement Program				57,406.15		11,231.46			0.00	68,637.61
2.3	Transit & Paratransit Programs				49,786.19		14,536.47				64,322.66
2.3.1	Western Nevada County Transit Development Plan		80,000.00		13,044.53						93,044.53
2.3.2	Nev. Co. Coordinated Public Transit-Human Services Plan Update		50,000.00				11,467.95				61,467.95
2.4	Coordination of Regional Planning	0.00			52,590.38		50,279.87				102,870.25
2.4.2	Airport Land Use Commission Planning & Reviews						0.00	15,000.00			15,000.00
	Contingency	0.00			0.00		78,747.31			0.00	78,747.31
	Total	53,791.72	130,000.00	0.00	294,000.00	0.00	678,401.61	15,000.00	5,000.00	0.00	1,176,193.33

Note: Totals may not equal addition of amounts in columns due to rounding.

Table 5									
Expenditures - FY 2020/21 OWP									
			Staff	Indirect	Traffic Eng	Consulting	Local Agency	Other	Total
PY									
1.1	General Services	1.42	177,368.09	34,701.91		5,000.00			217,070.00
1.2	TDA Admin.	1.50	191,339.61	37,435.42				44,490.00 (1)	273,265.03
2.1	Regional Transportation Plan	0.75	114,388.07	22,379.92	25,000.00		40,000.00 (2)		201,767.99
2.2	Transportation Improvement Program	0.40	57,406.15	11,231.46					68,637.61
2.3	Transit & Paratransit Programs	0.33	49,786.19	14,536.47					64,322.66
2.3.1	Western Nevada County Transit Development Plan	0.08	13,044.53			80,000.00			93,044.53
2.3.2	Nev. Co. Coordinated Public Transit-Human Services Plan Update	0.08	11,467.95			50,000.00			61,467.95
2.4	Coordination of Regional Planning	0.55	84,364.43	16,505.82				2,000.00 (3)	102,870.25
2.4.2	Airport Land Use Commission Planning & Reviews	0.00	0.00			15,000.00			15,000.00
	Contingency							78,747.31	78,747.31
	Total	5.1	699,165.02	136,791.00	25,000.00	150,000.00	40,000.00	125,237.31	1,176,193.33

Note: Totals may not equal addition of amounts in columns due to rounding.

Notes:

(1) \$44,490 for Fiscal Audit Contract

(2) \$10,000 Traffic Counts, Local Agency (WE 2.1): Nev. Co. \$7,500; Truckee \$7,500; Nevada City \$7,500; Grass Valley \$7,500.

(3) \$2,000 Rural Counties Task Force

Indirect Costs are paid with local funds, no RPA or STIP planning funds are used.

**Table 6
Budget Detail Amendment 1**

	ITEM	ALLOCATION
I	1 Insurance	\$12,500
	1.1 General Liability & Errors and Omissions	\$10,000
	1.3 Workers' Compensation	\$2,500
I	2 Office Expenses	\$23,650
	2.1 Phones	\$2,500
	2.2 Equipment Rental	\$500
	2.3 Records Storage	\$650
	2.4 Equipment Maintenance Agreements	\$4,000
	2.5 Publications/Legal Notices	\$1,000
	2.6 Janitorial Services - carpets, blinds, interior painting, etc.	\$2,500
	2.7 Payroll Service	\$2,000
	2.8 Supplies	\$4,500
	2.9 Printing & Reproduction	\$500
	2.10 Subscriptions	\$400
	2.11 Computer Software & Network Maintenance	\$4,500
	2.12 Postage	\$600
I	3 Equipment	\$3,600
I	5 Training and Conferences	\$1,500
I	6 Office Lease	\$31,416
I	7 Utilities	\$3,500
I	8 Travel - Meals & Lodging	\$3,000
I	9 Travel - Mileage/ Fares/ Parking	\$5,000
I	10 Professional & Service Organizations	\$3,500
	Subtotal Items 1-10	\$87,666
	11 Contingency	\$78,747
	12 Salaries, Wages, & Benefits	\$699,165
	12.1 Executive Director	\$176,540
	12.11 Deputy Executive Director	\$173,924
	12.2 Administrative Services Officer	\$129,122
	Transportation Planner	\$125,004
	12.4 Administrative Assistant	\$89,574
	12.5 Extra Help	\$5,000
	13 Other Services	\$310,615
I	13.1 Legal Counsel	\$20,000
I	13.2 Nevada County Auditor/Controller	\$20,000
I	13.3 TNT/TMA Membership	\$4,125
D	13.4 Fiscal Audits (WE 1.2)	\$44,490
D	13.7 Traffic Counts (WE 2.1)	\$10,000
D	13.8 Traffic Engineering (WE 2.1)	\$25,000
D	13.11a Local Agencies (WE 2.1)	\$30,000
D	13.12 Western Nevada County Transit Development Plan (WE 2.3.1)	\$80,000
D	13.16a Rural Counties Task Force Membership (WE 2.4)	\$2,000
I	13.17 Nevada County ERC Membership	\$1,000
I	13.21 Website Update/Maintenance	\$4,000
D	13.30 Airport Land Use Commission Project Reviews (WE 2.4.2)	\$15,000
D	13.40 Nev. Co. Coordinated Public Transit-Human Services Plan Update (WE 2.3.2)	\$50,000
D	13.48 Human Resources Consulting (WE 1.1)	\$5,000
D	13.50 RTP Implementation: VMT Thresholds (WE 2.1.2)	\$0
D	13.53 SR 174/20 Intersection Analysis (WE 2.2.2)	\$0
D	13.54 Nevada City SR 49 Multimodal Corridor Plan (WE 2.2.3)	\$0
D	13.55 Truckee Big Data Daily VMT Analysis (WE 2.1.4)	\$0
	Total Budget Items 1-13	\$1,176,193
	Indirect Costs	
	Accounts 1 through 10	\$87,666
	Legal	\$20,000
	Nevada Co. Auditor/Controller	\$20,000
	TNT/TMA	\$4,125
	Nevada Co. ERC Membership	\$1,000
	Website Update/Maintenance	\$4,000
	Total Indirect Costs	\$136,791
	Calculated Indirect Rate	19.56%
	(Indirect Cost / Salaries & Benefits)	

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



COMMISSION

DANIEL LANDON, Executive Director
 MICHAEL WOODMAN, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

File: 500.5

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Deputy Executive Director 

SUBJECT: Congestion Mitigation and Air Quality Improvement Program Adjustments, Resolution 20-18

DATE: March 18, 2020

RECOMMENDATION: Adopt Resolution 20-18 approving adjustments to the Congestion Mitigation and Air Quality Improvement Program (CMAQ).

BACKGROUND: The federal CMAQ funding program was created in 1991 for the purpose of funding transportation projects that will assist regions to reach attainment of the National Ambient Air Quality Standards for ozone, carbon monoxide, and particulate matter. Western Nevada County was designated non-attainment for the federal ozone standard in June 2004 and receives an annual formula apportionment of CMAQ funds, based on population and air quality severity. The Nevada County Transportation Commission (NCTC) is responsible for selecting projects and managing the CMAQ program.

The City of Grass Valley has requested NCTC make CMAQ program adjustments to address cost increases related to recent bids coming in higher than the CMAQ funding previously approved for both the Condon Park Accessibility Project and Wolf Creek Trail Project. As a result, an additional \$50,000 is needed for the construction of the Condon Park Accessibility Project and an additional \$45,000 is needed for the preliminary engineering for the Wolf Creek Trail Project.

To address the request for increased funding, NCTC staff in concurrence with the City of Grass Valley, intend to utilize \$50,000 of savings identified at the project closeout of the Southeast Grass Valley Sidewalk Project and apply the funds to the Condon Park Accessibility Project and also to reduce the funds previously approved for the McCourtney Road Active Transportation Project by \$45,000 and apply the funds to the Wolf Creek Trail Project. If approved, the project costs for the three projects would be adjusted in the CMAQ program as follows:

- Condon Park Accessibility Project: \$415,000
- Wolf Creek Trail Project: \$271,000
- McCourtney Road Active Transportation Project: \$640,046

**RESOLUTION 20-18
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM
ADJUSTMENTS**

WHEREAS, the federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding program was created in 1991 for the purpose of funding transportation projects that will assist regions to reach attainment of the National Ambient Air Quality Standards for ozone, carbon monoxide, and particulate matter; and

WHEREAS, Nevada County Transportation Commission (NCTC) is responsible for project selection and administration of the CMAQ program; and

WHEREAS, in response to higher bid prices, NCTC received a request from City of Grass Valley for \$50,000 of additional CMAQ funding for the previously approved Condon Park Accessibility Project construction phase and \$45,000 of CMAQ funding for the Wolf Creek Trail Project preliminary engineering phase; and

WHEREAS, to address the request for increased funding, NCTC staff in concurrence with the City of Grass Valley, intend to utilize \$50,000 of savings identified at the project closeout of the Southeast Grass Valley Sidewalk Project and apply the funds to the Condon Park Accessibility Project, and also to reduce the funds previously approved for the McCourtney Road Active Transportation Project by \$45,000 and apply the funds to the Wolf Creek Trail Project; and

WHEREAS, with these program adjustments the revised total project CMAQ funding amounts are as follows: Condon Park Accessibility Project \$415,000, Wolf Creek Trail Project \$271,000, and McCourtney Road Active Transportation Project \$640,046.

NOW, THEREFORE, BE IT RESOLVED, that the NCTC hereby approves the Congestion Mitigation and Air Quality Improvement Program adjustments as detailed above.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Andrew Burton, Chair
Nevada County Transportation Commission

Attest: _____
Dale Sayles
Administrative Services Officer



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT OF PUBLIC WORKS
TRANSIT SERVICES DIVISION**

950 MAIDU AVENUE, NEVADA CITY, CA 95959-8617
(530) 477-0103 Toll Free (888) 660-7433 FAX (530) 477-7847
http://new.nevadacounty.com

Sean Powers
Community Development Agency Director

Trisha Tillotson, Director of Public Works
Robin Van Valkenburgh, Transit Services Manager

March 6, 2020

Dan Landon, Executive Director
Nevada County Transportation Commission
101 Providence Mine Road, Suite 102
Nevada City, CA 95959

**SUBJECT: Revised Fiscal Year 2019/20 Claim for Local Transportation Funds (LTF)
Fund**

Dear Dan:

Enclosed is Nevada County's Fiscal Year 2019/20 claim for \$2,107,255 in FY19/20 LTF funds, \$137,380 in CTS funds and \$127,881 in STA (99314); additionally Nevada County is claiming \$1,414,252 in prior year carryover funds for operating assistance for the Gold Country Stage fixed-route transit service and contracted paratransit services. The total amount of this revised claim is \$3,786,768. The Board of Supervisors adopted Resolution No. **19-263** for approval of the Fiscal Year 2019/20 Budget on June 18, 2019.

Per NCTC policy the County will be expending \$203,234 of unearned revenue currently held by the County and requests that NCTC hold in reserve an amount equal to six-months operating expense of Nevada County LTF carryover balance in the amount of \$2,714,687.

The financial documentation required by Article 4, Section 6632, of the Transportation Development Act was prepared by the Auditor-Controller's Office.

Section 99244 of the Public Utilities Code requires that the NCTC review and evaluate transit operators' efforts to implement productivity improvements. The Nevada County Transit Service's Division has made system wide improvement efforts as follows:

- Transit Services fixed route has implemented grant funded fare assistance events throughout the year that have increased productivity on these days by an average of 5% system wide.
- A system-wide 2% overall ridership increase over a 9% ridership increase prior year.
- Implementation of a School Tripper route.
- On-board security cameras installed on all vehicles for improved safety and security.
- Increased passenger amenities to improve accessibility at bus stops throughout our service area to increase ridership.

[Back to Top](#)

- Partnership with Connecting Point/211 to develop and provide Travel Training services for the community.
- Installation of an Audio/Visual Annunciator system on all fixed route vehicles for improved passenger accessibility.

Transit Services Division staff continues to pursue the implementation of additional recommendations contained in the Transit Development Plan for western Nevada County and the most recent Transit Development Plan Update and Triennial Performance Audit.

Thank you for your consideration of this request. Should you have any questions concerning the claim or supporting documentation, please call me at 477-0103, extension 1003.

Sincerely,

TRISHA TILLOTSON, DIRECTOR

A handwritten signature in blue ink, appearing to read 'Robin Van Valkenburgh', written over the printed name.

Robin Van Valkenburgh
Transit Services Manager

REVISED ANNUAL TRANSPORTATION/TRANSIT CLAIM FORM
Fiscal Year 2019-20 March 10, 2020

TO: NEVADA COUNTY TRANSPORTATION COMMISSION

FROM: Nevada County Department of Public Works, Transit Services Division
 Contact: Elizabeth Nielsen, Accounting Technician
 Phone: (530) 477-0103 x 1000

The County of Nevada Department of Public Works, Transit Services Division, hereby requests, in accordance with the Transportation Development Act, and applicable rules and regulations, that this transportation/transit claim be approved in the total amount of **\$2,107,255** of FY19/20 LTF, **\$1,414,252** of LTF Cash Carryover, **\$137,380** of CTS and **\$127,881** of STA (99313 & 99314). This amount consists of **\$3,786,768** allocated for Transit/Paratransit Operations. The total amount of this claim shall be utilized for completion of the project(s) listed below:

Project Title/Description	Authorized by TDA Sections	Total Project Cost	Revised Amount of LTF Requested	Revised Amount of STA Requested
Transit/Paratransit Operations	99260 (a) & 6730 (a)	\$5,429,374	\$3,521,507	\$127,881
Donner Summit Service	99400 ©	\$0	\$0	\$0
Paratransit Operations	99275 (a)	\$1,574,597	\$137,380	\$0
TOTAL			\$3,658,887	\$127,881

The County of Nevada Department of Public Works, Transit Services Division, requests that the funds be distributed as they become available. Resolution #19-253 approved the funding in this claim by the Nevada County Board of Supervisors on June 18, 2019.

Approval of this claim and payment to the Nevada County Department of Public Works, Transit Services Division, is subject to such monies being available and to the provisions that such monies will be used in accordance with the terms contained in the approving resolution of the NEVADA COUNTY TRANSPORTATION COMMISSION.



 Robin VanValkenburgh
 Transit Services Division Manager



RESOLUTION No. 19-263

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION ADOPTING BUDGET FOR 2019-2020 FISCAL YEAR

WHEREAS, in accordance with Section 29000 through Section 29095 of the Government Code, the Nevada County Board of Supervisors has conducted public hearings concerning the budget for the 2019-2020 Fiscal Year; and

WHEREAS, the Board of Supervisors desires to appropriate the necessary funding for the operations of the various services of the County of Nevada totaling \$257,960,143 from revenues of \$249,360,766 and fund balances of various funds of \$8,599,377; and

WHEREAS, in accordance with the Nevada County Administrative Code AII, 17.6, the County Executive Officer has presented a final budget recommendation in accordance with the Board of Supervisor's direction by Service Budget Unit which is summarized below and presented in more complete detail in the Nevada County Fiscal Year 2019-2020 Adopted Budget.

Revenues

Taxes	59,347,289
Licenses, Permits & Franchises	5,065,074
Fines, Forfeitures, & Penalties	2,506,159
Use of Money & Property	8,817,876
Federal/State Intergovernmental	102,543,021
Charges for Services	20,938,148
Miscellaneous Revenues	3,633,919
Other Financing Sources	39,615,494

Total Revenues	249,360,766
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Total Sources	257,960,143
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Expenses

Salaries & Benefits	107,728,502
Services & Supplies	71,646,281
Other Charges	50,205,910
Overhead Cost Allocation (A87)	9,379,186
Capital Assets	12,197,145
Other Financing Uses	48,717,541
Interfund Activity	(42,014,422)
Contingency	100,000

Total Expenses	257,960,143
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NOW, THEREFORE, BE IT HEREBY RESOLVED that the Nevada County Board of Supervisors hereby adopts the Budget dated June 18, 2019 for the operations and maintenance of the County of Nevada for the fiscal year ending June 30, 2020, and under Government Code 29125 authorizes the County Executive Officer to approve budget revisions by service budget unit within a single fund.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a special meeting of said Board, held on the 18th day of June, 2019, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Susan K. Hoek and Richard Anderson.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER
Clerk of the Board of Supervisors

By: 



Richard Anderson, Chair

6/18/2019 cc: CEO*
AC*
Dept. Heads*

RECEIVED MAR 09 2020
700.12

State of California COUNTY OF NEVADA

MARCIA L. SALTER – Auditor-Controller

Auditor-Controller
950 Maidu Avenue
Nevada City CA 95959

(530) 265-1244
Fax: (530) 265-9843
Email: auditor.controller@co.nevada.ca.us

March 5, 2020

Dan Landon, Executive Director
Nevada County Transportation Commission
101 Providence Mine Road, Suite 102
Nevada City, California 95959

Dear Mr. Landon:

Pursuant to the Transportation Development Act, Article 4, Section 6632, the Nevada County Auditor/Controller submits the following:

1. The revised annual budget for the Nevada County Transit Services Division for Fiscal Year 2019-20 appears reasonable and accurate.
2. The budget includes the revenues and expenditures contained in the claim submitted by the Nevada County Department of Public Works, Transit Services Division.
3. The certification by the California Highway Patrol verifying the Transit Service Division's compliance with Section 1808.1 of the Vehicle Code appears reasonable and accurate.
4. The attached documentation depicts the Transit Service Division's revenues and expenditures for Fiscal Year 2019-20 to date as recorded by the County's financial accounting system.

The Auditor-Controller further asserts that the accounts and records of Nevada County are consistent with the uniform system of accounts and records adopted by the State Controller.

The revised maximum eligibility of Nevada County Department of Public Works, Transit Services Division for moneys from the Local Transportation Fund and the State Transit Assistance Fund is as follows:

Operating costs as budgeted FY 2019-20	\$ 5,429,374
Less: FY 2019-20 Beginning unearned revenue balance	(203,234)
Fare revenues anticipated in FY 2019-20	(330,000)
Local support per Sec. 6633.2 (ratio of fare revenue to operating costs)	(0)
Federal assistance (5311) anticipated in FY 2019-20	(470,602)
Out-of-boundary revenues anticipated in FY 2019-20	<u>(68,892)</u>
 Revised maximum TDA eligibility for FY 2019-20	 \$ 4,356,646
 Capital Purchase costs as budgeted FY 2019-20	 \$ 1,057,967
Less: other revenue rolled over from FY 2018-19	(557,967)
Federal grant	<u>(500,000)</u>
Maximum eligibility for FY 2019-20	\$ -0-

This statement is submitted to support the Nevada County Transportation Commission's ability to determine the appropriateness and reasonableness of the claims submitted by the Nevada County Department of Public Works, Transit Services Division for Local Transportation Funds.

Respectfully,

Marcia Salter
Nevada County Auditor-Controller

COUNTY OF NEVADA
 DATE: 02/28/2020
 TIME: 16:03:41

NEVADA COUNTY
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTAIL

SELECTION CRITERIA: orgn.fund='4281'
 ACCOUNTING PERIOD: 8/20

SORTED BY: FUND,SBU,1ST SUBTOTAL,ACCOUNT
 TOTALED ON: SBU,1ST SUBTOTAL
 PAGE BREAKS ON:

FUND-4281 TRANSIT
 SBU-91003 TRANSIT SERVICES
 1ST SUBTOTAL-400000 TAXES

ACCOUNT - - - - -	TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
401500	TRANSPORTATION TAX	4,098,866.00	.00	.00	2,167,257.61	1,931,608.39	52.87
	TOTAL TAXES	4,098,866.00	.00	.00	2,167,257.61	1,931,608.39	52.87
1ST SUBTOTAL-430000 USE OF MONEY & PROPERTY							
430100	INTEREST	19,570.00	.00	.00	4,851.01	14,718.99	24.79
430200	RENTS & CONCESSIONS	4.00	.00	.00	.00	4.00	.00
	TOTAL USE OF MONEY & PROPERTY	19,574.00	.00	.00	4,851.01	14,722.99	24.78
1ST SUBTOTAL-440000 INTERGOVERNMENTAL REVENUE							
440170	ST-TRANSIT ASSISTANCE	474,636.00	.00	.00	.00	474,636.00	.00
442940	ST PROP 1B	886,571.00	.00	.00	.00	886,571.00	.00
445090	STATE OTHER	132,000.00	.00	.00	.00	132,000.00	.00
445200	STATE GRANT OPERATING	188,384.00	.00	.00	.00	188,384.00	.00
446390	FED TRANSIT ASST OPERATN	470,602.00	.00	.00	-470,602.00	941,204.00	-100.00
446800	FED GRANT CAPITAL	500,000.00	.00	.00	.00	500,000.00	.00
	TOTAL INTERGOVERNMENTAL REVEN	2,652,193.00	.00	.00	-470,602.00	3,122,795.00	-17.74
1ST SUBTOTAL-450000 CHARGES FOR SERVICES							
453200	TRANSIT CONTRACT SERVICE	68,892.00	.00	.00	.00	68,892.00	.00
453300	TRANSIT FARES	240,000.00	17,575.76	.00	134,559.45	105,440.55	56.07
453380	PARATRANSIT FARES	90,000.00	.00	.00	35,243.00	54,757.00	39.16
458010	MISC CHARGES & FEES	3,200.00	.00	.00	900.00	2,300.00	28.13
	TOTAL CHARGES FOR SERVICES	402,092.00	17,575.76	.00	170,702.45	231,389.55	42.45
1ST SUBTOTAL-460000 MISCELLANEOUS REVENUES							
461900	CASH OVERAGES (SHORT)	.00	323.77	.00	537.88	-537.88	.00
	TOTAL MISCELLANEOUS REVENUES	.00	323.77	.00	537.88	-537.88	.00
1ST SUBTOTAL-470000 OTHER FINANCING SOURCES							
470600	SALE OF FIXED ASSETS	.00	.00	.00	27,000.00	-27,000.00	.00
	TOTAL OTHER FINANCING SOURCES	.00	.00	.00	27,000.00	-27,000.00	.00
	TOTAL TRANSIT SERVICES	7,172,725.00	17,899.53	.00	1,899,746.95	5,272,978.05	26.49
	TOTAL REPORT	7,172,725.00	17,899.53	.00	1,899,746.95	5,272,978.05	26.49

COUNTY OF NEVADA
 DATE: 02/28/2020
 TIME: 16:59:44

NEVADA COUNTY
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPST11

SELECTION CRITERIA: orgn.fund='4281'
 ACCOUNTING PERIOD: 9/20

SORTED BY: FUND,SBU,1ST SUBTOTAL,ACCOUNT
 TOTALED ON: SBU,1ST SUBTOTAL
 PAGE BREAKS ON:

FUND-4281 TRANSIT
 SBU-91003 TRANSIT SERVICES
 1ST SUBTOTAL-510000 SALARIES AND BENEFITS

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
510100	PERMANENT SALARIES	711,597.00	.00	.00	458,677.33	252,919.67	64.46
510105	OVERTIME	2,867.00	.00	.00	6,428.50	-3,561.50	224.22
510120	LEAVE PAYOFF	12,100.00	.00	.00	.00	12,100.00	.00
510200	TEMPORARY SALARIES	281,250.00	.00	.00	140,595.37	140,654.63	49.99
510300	RETIREMENT BENEFITS	325,960.00	.00	.00	206,657.36	119,302.64	63.40
510301	OPEB - OTHER POST EMP BE	44,119.00	.00	.00	28,352.36	15,766.64	64.26
510400	HEALTH INS	120,535.00	.00	.00	87,241.09	33,293.91	72.38
510401	DENTAL INS	7,684.00	.00	.00	5,996.60	1,687.40	78.04
510402	VISION INS	1,584.00	.00	.00	1,143.20	440.80	72.17
510403	UNEMPLOYMENT INS	3,169.00	.00	.00	1,732.28	1,436.72	54.66
510500	WORKER'S COMP INSURANCE	134,038.00	.00	.00	115,497.00	18,541.00	86.17
	TOTAL SALARIES AND BENEFITS	1,644,903.00	.00	.00	1,052,321.09	592,581.91	63.97
1ST SUBTOTAL-520000 SERVICES & SUPPLIES							
520200	CLOTHING & PERSONAL	1,500.00	.00	.00	177.24	1,322.76	11.82
520210	UNIFORM EXPENSES	2,200.00	227.60	.00	1,283.03	916.97	58.32
520310	TELEPHONE SERVICE	5,680.00	.00	.00	2,010.58	3,669.42	35.40
520650	CUSTODIAL SERVICES	2,300.00	.00	1,908.34	592.62	-200.96	108.74
520690	HOUSEHOLD EXPENSE - OTHE	5,933.00	366.38	.00	4,109.63	1,823.37	69.27
520700	INSURANCE	100,462.00	.00	.00	97,445.46	3,016.54	97.00
520900	MAINTENANCE EQUIPMENT	585,504.00	195.97	26,760.00	238,020.61	320,723.39	45.22
520910	MAINTENANCE - FUEL	510.00	.00	.00	141.81	368.19	27.81
521000	MAINT BUILDINGS & IMPROV	5,000.00	840.18	.00	7,177.22	-2,177.22	143.54
521200	MEMBERSHIPS	590.00	620.00	.00	620.00	-30.00	105.08
521410	OFFICE EXPENSE - OTHER	8,700.00	535.47	.00	3,259.04	5,440.96	37.46
521470	SOFTWARE/LICENSES <\$5000	500.00	.00	.00	.00	500.00	.00
521474	SOFTWARE SUBSCRIPTIONS	.00	.00	.00	20,080.00	-20,080.00	.00
521475	SOFTWARE MAINTENANCE	12,700.00	.00	.00	12,429.00	271.00	97.87
521480	COMPUTERS & RELATED EQUI	4,455.00	.00	.00	10,539.26	-6,084.26	236.57
521485	SOLAR ENERGY GEN & SVCS	1,580.00	.00	.00	296.13	1,283.87	18.74
521490	CENTRAL SVC - POSTAGE CH	1,249.00	.00	.00	816.12	432.88	65.34
521492	CENTRAL SVC - COPIER CHG	6,000.00	.00	.00	3,376.69	2,623.31	56.28
521520	PROFESSIONAL SERVICE	1,574,597.00	.00	898,828.44	724,535.23	-48,766.67	103.10
521600	PUBLICATIONS AND LEGAL	1,000.00	.00	.00	176.56	823.44	17.66
521700	RENTS & LEASES-EQUIPMENT	6,675.00	37.35	2,363.75	4,313.00	-1.75	100.03
521800	RENT & LEASE-BLD/IMPROVE	30,920.00	.00	.00	.00	30,920.00	.00
521900	SMALL TOOLS & INSTRUMENT	200.00	.00	.00	.00	200.00	.00
522090	SPEC DEPT EXPENSE - OTHE	875,200.00	.00	.00	1,262.43	873,937.57	.14
522271	TRAVEL - TRAINING	3,000.00	.00	.00	3,676.37	-676.37	122.55
522400	UTILITIES	8,868.00	.00	.00	3,138.39	5,729.61	35.39
	TOTAL SERVICES & SUPPLIES	3,245,323.00	2,822.95	929,860.53	1,139,476.42	1,175,986.05	63.76
1ST SUBTOTAL-530000 OTHER CHARGES							
531150	JUDGEMENTS & DAMAGES	2,500.00	.00	.00	.00	2,500.00	.00
538551	INTERFUND REIMBURSEMENT	300,067.00	.00	.00	177,857.75	122,209.25	59.27
538560	INTERFUND SVCS	43,139.00	.00	.00	1,695.12	41,443.88	3.93

COUNTY OF NEVADA
 DATE: 02/28/2020
 TIME: 16:59:44

NEVADA COUNTY
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
 EXPSTALL

SELECTION CRITERIA: orgn.fund='4281'
 ACCOUNTING PERIOD: 9/20

SORTED BY: FUND,SBU,1ST SUBTOTAL,ACCOUNT
 TOTALED ON: SBU,1ST SUBTOTAL
 PAGE BREAKS ON:

FUND-4281 TRANSIT
 SBU-91003 TRANSIT SERVICES
 1ST SUBTOTAL-530000 OTHER CHARGES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
538563	HUMAN RESOURCES SVCS	2,575.00	.00	.00	.00	2,575.00	.00
538565	IS SVCS	22,125.00	.00	.00	22,125.00	.00	100.00
538566	FACILITIES MGMT SVCS	7,300.00	.00	.00	360.00	6,940.00	4.93
538567	IS PROGRAMMER SVCS	3,000.00	.00	.00	1,168.50	1,831.50	38.95
539500	COST PLAN SRV A-87	159,342.00	.00	.00	79,671.11	79,670.89	50.00
	TOTAL OTHER CHARGES	540,048.00	.00	.00	282,877.48	257,170.52	52.38
1ST SUBTOTAL-540000 CAPITAL ASSETS							
540300	BLDG STRUCTURES-IMPROVEM	899,496.00	.00	.00	.00	899,496.00	.00
540500	AUTOMOTIVE EQUIPMENT	158,471.00	.00	131,216.97	.00	27,254.03	82.80
540600	OTHER EQUIPMENT	.00	.00	.00	35,721.53	-35,721.53	.00
	TOTAL CAPITAL ASSETS	1,057,967.00	.00	131,216.97	35,721.53	891,028.50	15.78
1ST SUBTOTAL-550000 OTHER FINANCING USES							
550700	TRANSFERS OUT	527,000.00	.00	.00	.00	527,000.00	.00
	TOTAL OTHER FINANCING USES	527,000.00	.00	.00	.00	527,000.00	.00
1ST SUBTOTAL-560000 INTERFUND ACTIVITY							
561551	INTERFUND REIMBURSEMENT	-900.00	.00	.00	.00	-900.00	.00
	TOTAL INTERFUND ACTIVITY	-900.00	.00	.00	.00	-900.00	.00
	TOTAL TRANSIT SERVICES	7,014,341.00	2,822.95	1,061,077.50	2,510,396.52	3,442,866.98	50.92
TOTAL REPORT		7,014,341.00	2,822.95	1,061,077.50	2,510,396.52	3,442,866.98	50.92

0.*
 7,014,341.00+
 1,057,967.00-
 527,000.00-
 -001
 5,429,374.00*

	B	C	D	E	F	G
2	NEVADA COUNTY 19/20 Calculation for Maximum TDA Eligibility rev 3/5/2020					
3	Operating cost as budgeted	\$ 5,429,374.00	total budget less capital purchases unless budget is revised			
4	Less: Fair revenues anticipated	\$ (330,000.00)	farebox 240,000 + paratransit fares 90,000			
5	Other revenues anticipated	\$ (68,892.00)	Placer County Route 5			
6	Federal assistance anticipated	\$ (470,602.00)	FTA Grant to be received soon!			
7	Less Unearned Revenue as of 6/30/19	\$ (203,234.00)	Revised AGT 1819 draft audit 3/4/2020 zero out \$203,234			
8	Revised Maximum TDA Eligibility	\$ 4,356,646.00				
9						
10	LTF Fund Balance held by NCTC	\$ 4,128,939.44	5807 July 2019 Fund Balance, & August Cash Balance			
11	6 Month Operating Reserve	\$ (2,714,687.00)	= Operating Budget x 50%			
12	Available Carryover Balance	\$ 1,414,252.44				
13						
14	1. What is the current LTF Unearned Revenue Amount?		<u>-\$203,234.00</u>	AGT 1819 draft audit 3/4/2020 zero out 203,234		
15						
16	2. What amount of the current LTF Unearned Revenue is budgeted to be spent in FY 19/20?			<u>YES</u>	include in claim letter	
17						
18	3. What amount of LTF Carryover is budgeted to be spent in FY 19/20?		<u>\$1,414,252.44</u>	NevCo could use all, even 6 mo reserve		
19						
20	4. STA 99313 is proposed for FY 19/20. Is the LTF Unearned Revenue, LTF Carryover			<u>YES</u>	include in claim letter	
21	Balance, and FY 19/20 LTF Apportionment budgeted to be spent, as required, in FY 19/20?					
22						
23	FY 19/20 Operating Budget	\$ 5,429,374.00	Revised budget 3/3/2020			
24						
25	STA 99313 Calculation to Determine if Unearned Revenue, LTF Carryover, and LTF Current Year Apportionment are 100% Expended					
26	Maximum TDA Eligibility revised	\$ 4,356,646.00	=C8			
27	CTS	\$ (137,380.00)	Revised Findings of Apportionment 2/7/20 is lower			
28	STA FY 19/20 PUC 99314	\$ (26,005.00)	revised 11/21/19, is lower			
29	NevCo LTF Available Carrover Balance	\$ (1,414,252.44)	C13 = Cash held by NCTC 7/1/2019 less 6 month reserve			
30	GV LTF Carryover Balance	\$ (53,595.00)	5808 July 2019 Fund Balance, & August Cash Balance			
31	NCity LTF Carryover Balance	\$ (13,325.00)	5809 July 2019 Fund Balance, & August Cash Balance			
32	NevCo Current year LTF Apportionment	\$ (2,107,255.00)	Revised Findings of Apportionment 2/7/20 is lower			
33	GV Current Year LTF Apportionment	\$ (404,145.00)	Revised Findings of Apportionment 2/7/20 is lower			
34	NCity Current Year LTF Apportionment	\$ (98,813.00)	Revised Findings of Apportionment 2/7/20 is lower			
35	Based on Maximum TDA Eligibility all of Current Year Apportionment can be claimed and eligible for STA 99313	\$ 101,875.56	FY19/20 LTF Apportionment, negative = not eligible for 99313, positive = eligible for 99313			
36						
37	Transit Revenues vs TDA Eligibility					
38	FY 19/20 LTF Apportionment Claimable	\$ 2,107,255.00	if C35 is positive, this line = C32. If C35 is negative, reduce line 38 by line 35			
39	LTF Cash Carryover Balance Claimable	\$ 1,414,252.44	=C12			
40	GV Current Year LTF Apportionment	\$ 404,145.00	=C33			
41	NCity Current Year LTF Apportionment	\$ 98,813.00	=C34			
42	GV LTF Carryover Balance	\$ 53,595.00	=C30			
43	NCity LTF Carryover Balance	\$ 13,325.00	=C31			
44	CTS	\$ 137,380.00	=C7			
45	STA FY 19/20 PUC 99314 Claimable	\$ 26,005.00	=C28			
46	STA FY 19/20 PUC 99313 Claimable	\$101,875.56	=C35 if C35 is negative, this line is \$0			
47	Revised Maximum TDA Claimable	\$ 4,356,646.00	=C26 does not include Unearned Revenue			
48						
49	Project Title/Description	Authorized by TDA Sections	Total Project Cost	Revised Amount of LTF Requested	Revised Amount of STA Requested	
50	Transit/Paratransit Operations	99260 (a) & 6730 (a)	\$5,429,374	\$3,521,507	\$127,881	=C38+C39, C45+C46
51	Paratransit Operations CTS	99275 (a)	\$1,474,521	\$137,380	\$0	=C44
52	TOTAL			\$3,658,887	\$127,881	
53						
54	How much does NCTC show that Nevada County has received?					
55				Revised		
56		1st Allocation	Paid to Date	Allocation 2/7	Balance	
57	LTF (5807) *paid to date includes \$592,395.25 to be paid	\$ 2,369,597.00	\$ 2,369,596.00	\$3,521,507	\$ 1,151,911.44	
58	CTS (5810)	\$141,742.00	\$141,742.00	\$137,380.00	-\$4,362.00	to be repaid or addressed through claim
59	STA 99314	\$ 31,898.00	\$0.00	\$26,005.00	\$26,005.00	
60	STA 99313	\$0.00	\$0.00	\$101,875.56	\$101,875.56	
61	LTF Grass Valley (5808)	\$485,621.00	\$199,354.09	\$457,740.00	\$258,385.91	
62	LTF Nevada City (5809)	\$118,995.00	\$48,963.77	\$112,138.00	\$63,174.23	
63		\$ 3,147,853.00	\$ 2,759,655.86	\$ 4,356,646.00	\$ 1,596,990.14	
64						

**RESOLUTION 20-19
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

REVISED ALLOCATIONS TO NEVADA COUNTY OF **\$127,881** OF STATE TRANSIT ASSISTANCE PUBLIC UTILITIES CODE 99313 AND 99314 FUNDS, **\$137,380** OF LOCAL TRANSPORTATION FUNDS FOR COMMUNITY TRANSIT SERVICES, AND **\$3,521,507** OF LOCAL TRANSPORTATION FUNDS FOR TRANSIT/PARATRANSIT SERVICES DURING FISCAL YEAR 2019/20

WHEREAS, Nevada County has requested the following amounts of State Transit Assistance (STA) and Local Transportation Funds (LTF); and

Project Title/Description	Authorized by TDA Sections	Total Project Cost	Original Request	Revised Request	Difference
Transit/Paratransit Operations STA	6730(a)	\$5,429,374	\$31,898	\$127,881	\$95,983
Transit/Paratransit Operations LTF	99260(a)		\$2,369,597	\$3,521,507	\$1,151,910
Transit/Paratransit Operations CTS	99275(a)	\$1,574,597	\$141,742	\$137,380	(\$4,362.00)
TOTAL			\$2,543,237	\$3,786,768	\$1,243,531

WHEREAS, the Auditor-Controller's Revised Findings of Apportionment Estimate is a reduction from the original estimate since sales tax revenue growth has slowed in recent months; and

WHEREAS, Nevada County desires to retain six months of operating reserve for Nevada County Transit/Paratransit services in the LTF fund held at NCTC; and

WHEREAS, Nevada County requests a modification to the FY 2019/20 claim for Local Transportation Funds and State Transit Assistance funding; and

WHEREAS, the STA estimated revenue under PUC Section 99314 for FY 2019/20 available for allocation to Nevada County is \$26,005; and

WHEREAS, Nevada County is eligible to receive an allocation of STA funds under PUC Section 99313 in the amount of \$101,875, for a total STA allocation of \$127,881; and

WHEREAS, Nevada County meets the qualifying criteria set forth in PUC Section 99314.6(a)(1)(B); and

WHEREAS, under PUC Article 4.5, Section 99275(a), Nevada County is authorized to claim LTF for Community Transit Services (CTS); and

WHEREAS, the Revised Findings of Apportionment, Resolution 20-11, estimates that \$164,756 of LTF for CTS is available for FY 2019/20 with Nevada County's bid target in the amount of \$137,380; and

WHEREAS, Nevada County has requested an allocation of \$137,380 from the FY 2019/20 CTS apportionment of LTF to support transit/paratransit operations; and

WHEREAS, NCTC has reviewed the claim for allocation of LTF for CTS under PUC Section 99275.5; and

WHEREAS, PUC Section 6681 states that CTS claims for operating costs are eligible under Article 4.5 of the Transportation Development Act (TDA); and

WHEREAS, NCTC has reviewed the Nevada County claim for allocation of LTF for CTS and has made the following required findings under PUC Section 99275.5:

1. The proposed community transit service is responding to a need currently not being met in the community of the claimant.
2. The service shall be integrated with existing transit services, as appropriate.
3. The claimant has prepared an estimate of revenues, operating costs, and patronage.
4. The claimant is in compliance with fare recovery ratios.
5. The claimant is in compliance with Sections 99155 and 99155.5 of the Public Utilities Code; and

WHEREAS, the Revised Findings of Apportionment, Resolution 20-11, adopted by the Nevada County Transportation Commission (NCTC) on March 18, 2020, estimates that for FY 2019/20 there is \$2,107,255 of LTF available for allocation to Nevada County under PUC Section 99260; and

WHEREAS, as of June 30, 2019, there are funds remaining from prior year LTF apportionments in the amount of \$4,128,939; however, Nevada County has requested NCTC hold a six-month operating reserve in the amount of \$2,714,687 leaving an LTF Carryover Balance available to allocate of \$1,414,252; and

WHEREAS, Nevada County has requested an allocation of \$2,107,255 of their FY 2019/20 LTF apportionment and \$1,414,252 of LTF Carryover Balance, totaling \$3,521,507; and

WHEREAS, in accordance with the California Code of Regulations Section 6649, the sum of the claimant's allocations from LTF and from the STA Fund cannot exceed the claimant's Maximum Transportation Development Act (TDA) Eligibility for FY 2019/20; and

WHEREAS, Nevada County Transportation Commission has determined that Nevada County's Maximum TDA Eligibility for transit/paratransit operations during FY 2019/20 is \$4,356,646; and

WHEREAS, the Nevada County combined total LTF and STA claim for FY 2019/20 is \$3,786,768; and

WHEREAS, the City of Grass Valley has a revised allocation of \$457,740, and the City of Nevada City has a revised allocation of \$112,138, in addition to Nevada County's claim, for a combined total amount claimed of \$4,356,646 for FY 2019/20, which equals the Maximum TDA Eligibility; and

WHEREAS, the proposed expenditures are in conformity with the Regional Transportation Plan; and

WHEREAS, the level of passenger fares and charges is sufficient to enable the operator or transit service claimant to meet the fare revenue requirements of PUC Sections 99268.2, 99268.3, 99268.4, 99268.5, and 99268.9, as they may be applicable to the claimant; and

WHEREAS, Nevada County is making full use of federal funds available; and

WHEREAS, priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high-priority regional, countywide, or areawide public transportation needs; and

WHEREAS, Nevada County has made reasonable efforts to implement productivity improvements recommended pursuant to PUC Section 99244; and

WHEREAS, PUC Section 99251 states: “No claim submitted by an operator pursuant to this chapter shall be approved unless it is accompanied by a certification completed within the last 13 months from the Department of the California Highway Patrol indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code.”

NOW, THEREFORE, BE IT RESOLVED, that Nevada County’s FY 2019/20 revised claim is approved.

BE IT FURTHER RESOLVED, that \$127,881 of STA Funds is allocated, as authorized by TDA 6730(a) for support of transit/paratransit operations during FY 2019/20. Payment will be made as monies become available.

BE IT FURTHER RESOLVED, that \$137,380 of LTF for CTS is allocated, as authorized by PUC Section 99275(a) to support transit/paratransit operations during FY 2019/20. Payment will be made as monies become available.

BE IT FURTHER RESOLVED, that \$3,521,507 of LTF is allocated, as authorized under PUC Section 99260(a) for transit/paratransit operations during FY 2019/20. Payment will be made as monies become available.

BE IT FURTHER RESOLVED, that payment of these allocations is consistent with Nevada County Board of Supervisors Resolution 20-1647, a resolution to allow for the transfer of funds to the Transit Proposition 1B Fund, Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Fund 4282, passed March 24, 2020.

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is hereby directed to issue allocation instructions in accordance with this resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on March 18, 2020 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

_____	Attest:	_____
Andrew Burton, Chair		Dale D. Sayles
Nevada County Transportation Commission		Administrative Services Officer