

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
SUSAN HOEK – Nevada County Board of Supervisors
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – Nevada City City Council
JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

REGULAR TELECONFERENCE MEETING AGENDA

Consistent with California Government Code Section 54953, an online meeting of the Nevada County Transportation Commission (NCTC) will be held exclusively via teleconference in light of COVID-19 and the state of emergency proclamation and state and local recommended measures for physical distancing.

The public is invited to participate in the Open Session of the meeting on
Wednesday, May 18, 2022 at 9:30 a.m.

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

<https://us02web.zoom.us/j/2869133292?pwd=MXlFcmZ5QnNPZGJCSm93WEhJbUs4UT09>

Meeting ID: **286 913 3292** Online Password: **Rona530**

To join the Zoom meeting by phone:

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

International numbers available: <https://us02web.zoom.us/j/2869133292?pwd=MXlFcmZ5QnNPZGJCSm93WEhJbUs4UT09>

Meeting ID: **286 913 3292** Phone Password: **4181337**

PUBLIC COMMENT:

Written Comments: You are welcome to submit written comments to the Commission via email. Please send your comments to nctc@nccn.net. Please include the words **Public Comment** and the **meeting date and a brief title and/or agenda item number** in the subject line, and limit your word count to 400 words. Comments will be accepted through the public comment period and individual agenda discussion items during the meeting.

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.*

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.

REGULAR MEETING: 9:30 a.m.

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

PUBLIC COMMENT

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 Consent Items by roll call vote.

1. [Adopt Resolution Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953\(e\) \(AB 361\):](#) See staff report.

Recommendation: Adopt Resolution **22-10**.

2. [Financial Reports:](#)

February and March 2022

- 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.

3. [NCTC Minutes: March 4, 2022 and March 16, 2022 Meetings](#)

Recommendation: Approve.

4. [Federal Transit Administration Section 5311 Federal Fiscal Years 2022 and 2023 Program of Projects:](#) See staff report.

Recommendation: Adopt Resolution **22-11**.

5. [Revised Findings of Apportionment for FY 2022/23:](#) The State Department of Finance has provided an updated population estimate for Nevada County. In accordance with state statutes, staff has apportioned the estimated revenues to the entities within the jurisdiction of the Nevada County Transportation Commission.

Recommendation: Adopt Resolution **22-12**.

6. [Regional Surface Transportation Program \(RSTP\) Bid Targets for FY 2021/22](#): The attached table has been prepared by staff based on the Caltrans Office of Local Assistance estimate of RSTP funds for FY 2021/22.

Recommendation: Approve the Bid Target table as a basis for allocation from the RSTP Fund for FY 2021/22.

ACTION ITEMS

7. [Triennial Performance Audits for Fiscal Years 2018/19, 2019/20, 2020/21](#): Presentation by Genevieve Evans from LSC Transportation Consultants. See staff report.

Recommendation: Adopt Resolution **22-13** by roll call vote.

8. [FY 2020/21 Fiscal and Compliance Audits](#): Presentation by Coley Delaney, CPA from The Pun Group. See staff report.

Recommendation: Adopt Resolution **22-14** by roll call vote.

9. [Draft Ready Nevada County Extreme Climate Event Mobility and Adaptation Plan](#): Presentation by Kendra Ramsey from GHD, Inc. See staff report.

Recommendation: Provide comments.

10. [Amendment 2 FY 2021/22 Overall Work Program](#): See staff report.

Recommendation: Adopt Resolution **22-15** by roll call vote.

11. [Final FY 2022/23 Overall Work Program](#): See staff report.

Recommendation: Adopt Resolution **22-16** by roll call vote.

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

Recommendation: Adopt Resolution **22-17** by roll call vote.

INFORMATIONAL ITEMS

13. Correspondence

- A. Laima Ositis, Grass Valley Charter School Pedestrian Safety Support Letter, File 71.0, 3/24/22.
- B. Reese Reshatoff, Grass Valley Charter School Pedestrian Safety Support Letter, File 71.0, 3/22/22.

14. Executive Director’s Report

15. Project Status Report:

- A. Caltrans Project: Sam Vandell, Caltrans District 3 Project Manager for Nevada County.

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: July 20, 2022.

ADJOURNMENT OF MEETING

This meeting agenda was posted 72 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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2022 NCTC MEETING SCHEDULE

JANUARY 26, 2022

MARCH 16, 2022

MAY 18, 2022

JULY 20, 2022

SEPTEMBER 21, 2022

NOVEMBER 16, 2022

Meetings will be held remotely at 9:30 a.m. until further notice.

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		

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MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


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File: 740.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director 

SUBJECT: Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361), Resolution 22-10

DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-10 approving findings and declaring its intent to continue remote teleconference meetings pursuant to Government Code section 54953(e) due to the Governor's COVID-19 State of Emergency Proclamation and state regulations related to physical distancing.

BACKGROUND: The Board has been conducting its public meetings under the Governor's Executive Orders issued in connection to the COVID-19 pandemic and its related health and safety risks which allowed legislative bodies to hold meetings exclusively by teleconference. Effective October 1, 2021, Assembly Bill (AB) 361 allows local legislative bodies to continue to hold modified remote meetings during a proclaimed state of emergency, if state or local officials have imposed or recommended measures related to physical distancing which warrant holding meetings remotely.

AB 361 codifies certain provisions of the Governor's Executive Orders to allow for the following teleconference rules:

- Waives the requirement that there be a physical meeting location open to the public to attend Board meetings and comment during the meeting;
- Waives the requirement that the agenda identify and notice each teleconference location of each member of the Board that is participating by teleconference;
- Waives the requirement that each teleconference location be accessible to the public;
- Waives the requirement that members of the public be able to address the Board at each teleconference location;
- Waives the requirement that local agencies post agendas at all teleconference locations;
- Waives the requirement that at least a quorum of the Board participate from within the boundaries of the territory of the Board's jurisdiction;

AB 361 imposes additional rules for certain teleconference meetings as follows:

- Agencies cannot require that written comments be submitted in advance of a meeting, and agencies may only close the comment period at the same time it is closed during the meeting.
- The public must be given an opportunity to comment directly during the meeting and public comment periods. There must be a live time, call in or internet based public comment option.
- In the event of a disruption in broadcasting the meeting, the legislative body shall take no further action until meeting access is restored to the public.

In order for the Board to conduct meetings under the AB 361 teleconference meeting rules, the Board meetings must meet one of the following provisions:

(A) The local agency is holding a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or

(B) The local agency is holding a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or

(C) The local agency is holding a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The AB 361 modified teleconference meeting rules can only be used in the event there is a Governor issued state of emergency. The Governor's COVID-19 state of emergency satisfies this requirement.

The second requirement of item (A) above is satisfied currently as state officials imposed and recommended measures to promote social distancing. California Division of Occupational Safety and Health ("Cal/OSHA") regulations related to COVID-19 recommend physical distancing and regulates "close contact" which occurs when individuals are within six feet of another in certain circumstances.

**RESOLUTION 22-10
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

DECLARING ITS INTENT TO CONTINUE REMOTE TELECONFERENCE ONLY MEETINGS DUE TO THE GOVERNOR'S PROCLAMATION OF STATE OF EMERGENCY AND STATE REGULATIONS RELATED TO PHYSICAL DISTANCING DUE TO THE THREAT OF COVID-19

WHEREAS, the Nevada County Transportation Commission ("NCTC") is committed to preserving public access and participation in meetings of NCTC; and

WHEREAS, all meetings of NCTC are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963, the "Brown Act"), so that any member of the public may attend, participate, and observe NCTC conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), provides for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, such conditions now exist in the State, specifically, the Governor of the State of California proclaimed a state of emergency on March 4, 2020, related to the threat of COVID-19, which threat remains; and

WHEREAS, California Department of Public Health and the Federal Centers for Disease Control and Prevention caution that the Omicron variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations; and

WHEREAS, the California Division of Occupational Safety and Health ("Cal/OSHA") regulations at Title 8 Section 3205 recommends physical distancing in the workplace as precautions against the spread of COVID-19 and imposes certain restrictions and requirements due to a "close contact" which occurs when individuals are within six feet of another in certain circumstances; and

WHEREAS, to allow for physical distancing and remote meeting attendance in accordance with recommended measures from Cal/OSHA, NCTC does hereby find that NCTC shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that NCTC shall comply with the requirements to provide the public with access to the meetings electronically as prescribed in paragraph (2) of subdivision (e) of section 54953.

NOW, THEREFORE, BE IT RESOLVED, that the Nevada County Transportation Commission hereby submits:

1. The foregoing recitals are true and correct.
2. NCTC hereby recognizes the Governor's proclaimed state of emergency remains in effect and continues to impact the ability of NCTC and the public to meet safely in person. NCTC further recognizes the recommendation of State and local officials promoting social distancing.
3. NCTC shall conduct public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act for remote only teleconference meetings.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022,
by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

**Nevada County Transportation Commission
Monthly Financial Report 2021/22**

FEBRUARY

TOWN OF TRUCKEE (5805) LTF

16.63%

Cash Balance 02/01/22	\$1,253,898.00
Additions	\$54,811.93
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$1,308,709.93
 <u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$975,726.60
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$575,172.00</u>
AMOUNT TO BE ALLOCATED	\$1,550,898.60
 Total Amount of Approved Allocations	 <u>\$627,443.36</u>
BALANCE Available for Allocation	\$923,455.24

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-16	Transit/Paratransit Operations	\$627,443.36	\$0.00	\$627,443.36

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22
FEBRUARY

PEDESTRIAN AND BIKE (5806) LTF

2.00%

Cash Balance 02/01/22	\$284,509.98
Additions	\$7,078.56
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$291,588.54

Budget and Allocations

Fund Balance 6/30/21	\$247,918.55
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$74,279.00</u>
AMOUNT TO BE ALLOCATED	\$322,197.55

Total Amount of Approved Allocations	<u>\$0.00</u>
BALANCE Available for Allocation	\$322,197.55

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
	No FY 2021/22 Projects	\$0.00	\$0.00	\$0.00

**Nevada County Transportation Commission
 Monthly Financial Report FY 2021/22
 FEBRUARY**

NEVADA COUNTY (5807) LTF

67.11%

Cash Balance 02/01/22	\$3,003,731.03
Additions	\$221,147.70
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$3,224,878.73

Budget and Allocations	
<u>Fund Balance 6/30/21</u>	\$3,348,185.01
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$2,183,580.00</u>
AMOUNT TO BE ALLOCATED	\$5,531,765.01

Total Amount of Approved Allocations	<u>\$4,644,233.00</u>
BALANCE Available for Allocation	\$887,532.01

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-15	Transit/Paratransit Operations	\$2,183,580.00	\$1,459,124.11	\$724,455.89
1/22/21 21-02	Reserved in the Fund Capital Purchase of 2 buses	\$2,460,653.00	\$0.00	\$2,460,653.00
	TOTAL	\$4,644,233.00	\$1,459,124.11	\$3,185,108.89

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22
FEBRUARY

GRASS VALLEY (5808) LTF

13.09%

Cash Balance 02/01/22	\$48,669.68
Additions	\$43,131.48
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$91,801.16
 <u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$103,676.43
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$452,602.00</u>
AMOUNT TO BE ALLOCATED	\$556,278.43
 Total Amount of Approved Allocations	 <u>\$452,602.00</u>
BALANCE Available for Allocation	\$103,676.43

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
9/15/21 21-19	Transit/Paratransit Operations	\$452,602.00	\$269,475.01	\$183,126.99

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22
FEBRUARY

NEVADA CITY (5809) LTF

3.16%

Cash Balance 02/01/22	\$11,753.51
Additions	\$10,416.06
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$22,169.57

Budget and Allocations

Fund Balance 6/30/21	\$25,309.52
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$109,301.00</u>
AMOUNT TO BE ALLOCATED	\$134,610.52

Total Amount of Approved Allocations	<u>\$109,301.00</u>
BALANCE Available for Allocation	\$25,309.52

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
9/15/21 Reso 21-20	Transit/Paratransit Operations	\$109,301.00	\$65,349.14	\$43,951.86

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22
FEBRUARY

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 02/01/22	\$139,866.72
Additions	\$17,342.48
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$157,209.20

Budget and Allocations

Fund Balance 6/30/21	\$167,165.29
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$181,984.00</u>
AMOUNT TO BE ALLOCATED	\$349,149.29
Total Amount of Approved Allocations	<u>\$181,984.00</u>
BALANCE Available for Allocation	\$167,165.29

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-15	Nevada County Paratransit Operations	\$151,884.00	\$113,913.00	\$37,971.00
7/21/21 21-16	Truckee Paratransit Operations	\$30,100.00	\$0.00	\$30,100.00
	TOTAL	\$181,984.00	\$113,913.00	\$68,071.00

**Nevada County Transportation Commission
 Monthly Financial Report FY 2021/22
 FEBRUARY**

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

Cash Balance 02/01/22	\$76.77
Additions	\$0.00
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$76.77
Amount Approved for Projects	\$0.00
Interest Accrued*	<u>\$76.77</u>
Total Available	\$76.77

DATE/RESO	PROJECT	AMOUNT AVAILABLE FOR THE PROJECT	TTD ACTIVITY Accrual	BALANCE
	No FY 21-22 project	\$0.00	\$0.00	\$0.00

Nevada County Transportation Commission
 Monthly Financial Report FY 2021/22
FEBRUARY

NCTC Administration & Planning (6327)

Cash Balance 02/01/22	\$248,637.06
Additions	\$90,911.39
Deductions	<u>\$115,540.36</u>
Cash Balance 02/28/22	\$224,008.09

BUDGET: Estimated Revenue & Allocations

Fund Balance 6/30/21	\$285,825.24
Estimated Revenue	<u>\$1,444,018.71</u>
AVAILABLE FOR ALLOCATION	\$1,729,843.95
Total of Approved Allocations	<u>\$1,575,803.03</u>
BALANCE AVAILABLE FOR ALLOCATION	\$154,040.92

W.E.	DESCRIPTION	Allocation	YTD Activity Accrual Basis	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$186,350.92	\$97,870.14	\$88,480.78	52.52%
	Indirect	\$36,316.60	\$14,323.13	\$21,993.47	39.44%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>TDA Admin.</u>				
	NCTC Staff	\$215,115.75	\$117,135.62	\$97,980.13	54.45%
	Indirect	\$41,922.37	\$17,733.75	\$24,188.62	42.30%
	Fiscal Audit unallowable	\$50,000.00	\$0.00	\$50,000.00	0.00%
	Triennial Performance Audits	\$43,220.00	\$1,080.00	\$42,140.00	2.50%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$41,894.80	\$37,856.70	\$4,038.10	90.36%
	Indirect	\$13,737.74	\$5,366.31	\$8,371.43	39.06%
	Transportation Engineering	\$25,000.00	\$506.25	\$24,493.75	2.03%
	Local Agency	\$30,000.00	\$4,233.60	\$25,766.40	14.11%
	Traffic Counts	\$10,000.00	\$0.00	\$10,000.00	0.00%
2.1.1	<u>Regional Transportation Plan Update</u>				
	NCTC Staff	\$28,597.48	\$35.37	\$28,562.11	0.12%
	Consultant	\$75,000.00	\$0.00	\$75,000.00	0.00%
2.2	<u>Transportation Engineering</u>				
	NCTC Staff	\$48,778.80	\$31,202.44	\$17,576.36	63.97%
	Indirect	\$16,596.89	\$6,704.92	\$9,891.97	40.40%
2.2.1	<u>RTMF Update</u>				
	NCTC Staff	\$36,384.64	\$9,732.61	\$26,652.03	26.75%
	Consultant	\$79,999.00	\$9,441.02	\$70,557.98	11.80%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$46,384.46	\$24,637.09	\$21,747.37	53.11%
	Indirect	\$9,039.53	\$2,780.43	\$6,259.10	30.76%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$68,432.75	\$42,105.16	\$26,327.59	61.53%
	Indirect	\$25,160.86	\$7,605.69	\$17,555.17	30.23%
	Rural Counties Task Force	\$2,000.00	\$2,000.00	\$0.00	100.00%
2.4.2	<u>Airport Land Use Commission Planning & Reviews</u>				
	NCTC Staff	\$18,533.12	\$4,901.36	\$13,631.76	26.45%
	Consultant	\$15,000.00	\$472.70	\$14,527.30	3.15%
2.4.3	<u>READY Nevada County</u>				
	NCTC Staff	\$28,180.20	\$13,248.20	\$14,932.00	47.01%
	Consultant	\$104,602.15	\$34,447.13	\$70,155.02	32.93%
2.4.4	<u>RCTF Rural Induced Demand Study</u>				
	NCTC Staff	\$13,961.55	\$0.00	\$13,961.55	0.00%
	Consultant	\$125,000.00	\$0.00	\$125,000.00	0.00%
	Contingency	\$135,593.42	\$0.00	\$135,593.42	0.00%
	TOTAL ALL WORK ELEMENTS	\$1,575,803.03	\$485,419.62	\$1,090,383.41	30.80%

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

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

FEBRUARY

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 02/01/22	\$1,924,139.76
Additions	\$0.00
Deductions	\$0.00
Cash Balance 02/28/22	\$1,924,139.76

**RTMF REVENUES, INTEREST, AND EXPENDITURES
2000/01 - 2021/22**

JURISDICTION	COLLECTED/EXPENDED 2000/01 - 2020/21	COLLECTED/EXPENDED 2021/22	TOTAL COLLECTED/EXPENDED
Grass Valley	\$2,515,306.32	\$0.00	\$2,515,306.32
Nevada City	\$173,699.77	-\$2,869.95	\$170,829.82
Nevada County	\$5,025,638.19	\$235,141.06	\$5,260,779.25
Total	\$7,714,644.28	\$232,271.11	\$7,946,915.39
Interest	\$216,662.55	\$10,074.97	\$226,737.52
Expenditures	\$6,096,907.11	\$152,606.05	\$6,249,513.16
TOTAL	\$1,834,399.72	\$89,740.03	\$1,924,139.75

RTMF ALLOCATIONS

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	EXPENDED YTD Accrual Basis	BALANCE
1/19/21 Reso 21-01	NCTC RTMF Administration	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
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	\$1,500,000.00	\$1,150,057.28	\$349,942.72	\$152,606.05	\$197,336.67
5/19/21 Reso 21-12	NCTC RTMF Update	\$116,383.64	\$9,614.71	\$106,768.93	\$0.00	\$106,768.93
TOTAL		\$6,007,846.48	\$2,419,933.53	\$3,587,912.95	\$152,606.05	\$3,435,306.90

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22
FEBRUARY

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 02/01/22	\$3,505,106.14
Additions	\$232,272.00
Deductions	<u>\$0.00</u>
Cash Balance 02/28/22	\$3,737,378.14
 <u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$3,142,373.37
Estimated STA Revenue	\$866,937.00
AMOUNT TO BE ALLOCATED	\$4,009,310.37
 Total Approved Allocations	 <u>\$233,978.27</u>
BALANCE Available for Allocation	\$3,775,332.10

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-15	Nevada County Transit/Paratransit Services 99314	\$17,795.00	\$17,795.00	\$0.00
7/21/21 21-16	Truckee Transit/Paratransit Services	\$216,183.27	\$0.00	\$216,183.27
	TOTAL	\$233,978.27	\$17,795.00	\$216,183.27

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

FEBRUARY

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 02/01/22	\$2,352,922.46
Additions	\$0.00
Deductions	\$0.00
Cash Balance 02/28/22	\$2,352,922.46
<u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$2,339,587.73
Estimated RSTP Revenue	\$0.00
AMOUNT TO BE ALLOCATED	\$2,339,587.73
Total Amount of Approved Allocations	<u>\$1,120,759.89</u>
BALANCE Available for Allocation	\$1,218,827.84

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/15/20 20-33	GV 2020/21 Annual Street Rehab	\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$150,000.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$57,186.00	\$102,814.00	\$0.00	\$102,814.00
11/17/21 21-22	Nev Co 2021/22 General Maintenance	\$867,945.89	\$0.00	\$867,945.89	\$0.00	\$867,945.89
	TOTAL	\$1,177,945.89	\$57,186.00	\$1,120,759.89	\$0.00	\$1,120,759.89

**Nevada County Transportation Commission
Monthly Financial Report 2021/22**

MARCH

TOWN OF TRUCKEE (5805) LTF

16.63%

Cash Balance 03/01/22	\$1,308,709.93
Additions	\$46,042.34
Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$1,354,752.27
 <u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$975,726.60
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$575,172.00</u>
AMOUNT TO BE ALLOCATED	\$1,550,898.60
 Total Amount of Approved Allocations	 <u>\$627,443.36</u>
BALANCE Available for Allocation	\$923,455.24

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-16	Transit/Paratransit Operations	\$627,443.36	\$0.00	\$627,443.36

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

PEDESTRIAN AND BIKE (5806) LTF

2.00%

Cash Balance 03/01/22	\$291,588.54
Additions	\$6,269.62
Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$297,858.16

Budget and Allocations

Fund Balance 6/30/21	\$247,918.55
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$74,279.00</u>
AMOUNT TO BE ALLOCATED	\$322,197.55

Total Amount of Approved Allocations	<u>\$0.00</u>
BALANCE Available for Allocation	\$322,197.55

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
	No FY 2021/22 Projects	\$0.00	\$0.00	\$0.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

NEVADA COUNTY (5807) LTF

67.11%

Cash Balance 03/01/22	\$3,224,878.73
Additions	\$180,339.63
Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$3,405,218.36

Budget and Allocations	
<u>Fund Balance 6/30/21</u>	\$3,348,185.01
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$2,183,580.00</u>
AMOUNT TO BE ALLOCATED	\$5,531,765.01

Total Amount of Approved Allocations	<u>\$4,644,233.00</u>
BALANCE Available for Allocation	\$887,532.01

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-15	Transit/Paratransit Operations	\$2,183,580.00	\$1,459,124.11	\$724,455.89
1/22/21 21-02	Reserved in the Fund Capital Purchase of 2 buses	\$2,460,653.00	\$0.00	\$2,460,653.00
	TOTAL	\$4,644,233.00	\$1,459,124.11	\$3,185,108.89

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

GRASS VALLEY (5808) LTF

13.09%

Cash Balance 03/01/22	\$91,801.16
Additions	\$33,423.90
Deductions	<u>\$125,225.06</u>
Cash Balance 03/31/22	\$0.00

Budget and Allocations

Fund Balance 6/30/21	\$103,676.43
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$452,602.00</u>
AMOUNT TO BE ALLOCATED	\$556,278.43

Total Amount of Approved Allocations	<u>\$452,602.00</u>
BALANCE Available for Allocation	\$103,676.43

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
9/15/21 21-19	Transit/Paratransit Operations	\$452,602.00	\$394,700.07	\$57,901.93

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

NEVADA CITY (5809) LTF

3.16%

Cash Balance 03/01/22	\$22,169.57
Additions	\$8,071.72
Deductions	<u>\$30,241.29</u>
Cash Balance 03/31/22	\$0.00

Budget and Allocations

Fund Balance 6/30/21	\$25,309.52
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$109,301.00</u>
AMOUNT TO BE ALLOCATED	\$134,610.52

Total Amount of Approved Allocations	<u>\$109,301.00</u>
BALANCE Available for Allocation	\$25,309.52

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
9/15/21 Reso 21-20	Transit/Paratransit Operations	\$109,301.00	\$95,590.43	\$13,710.57

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 03/01/22	\$157,209.20
Additions	\$13,889.70
Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$171,098.90

Budget and Allocations

Fund Balance 6/30/21	\$167,165.29
Revenue Revised Findings Reso 21-08 5/9/21	<u>\$181,984.00</u>
AMOUNT TO BE ALLOCATED	\$349,149.29

Total Amount of Approved Allocations	<u>\$181,984.00</u>
BALANCE Available for Allocation	\$167,165.29

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-15	Nevada County Paratransit Operations	\$151,884.00	\$113,913.00	\$37,971.00
7/21/21 21-16	Truckee Paratransit Operations	\$30,100.00	\$0.00	\$30,100.00
	TOTAL	\$181,984.00	\$113,913.00	\$68,071.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

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

Cash Balance 03/01/22	\$76.77
Additions	\$0.21
Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$76.98
Amount Approved for Projects	\$0.00
Interest Accrued*	<u>\$76.98</u>
Total Available	\$76.98

DATE/RESO	PROJECT	AMOUNT AVAILABLE FOR THE PROJECT	TTD ACTIVITY Accrual	BALANCE
	No FY 21-22 project	\$0.00	\$0.00	\$0.00

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22

MARCH

NCTC Administration & Planning (6327)

Cash Balance 03/01/22	\$224,008.09
Additions	\$277,786.82
Deductions	<u>\$81,698.93</u>
Cash Balance 03/31/22	\$420,095.98

BUDGET: Estimated Revenue & Allocations

Fund Balance 6/30/21	\$285,825.24
Estimated Revenue	<u>\$1,444,018.71</u>
AVAILABLE FOR ALLOCATION	\$1,729,843.95
Total of Approved Allocations	<u>\$1,575,803.03</u>
BALANCE AVAILABLE FOR ALLOCATION	\$154,040.92

W.E.	DESCRIPTION	Allocation	YTD Activity Accrual Basis	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$186,350.92	\$110,346.94	\$76,003.98	59.21%
	Indirect	\$36,316.60	\$15,921.71	\$20,394.89	43.84%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>TDA Admin.</u>				
	NCTC Staff	\$215,115.75	\$132,012.42	\$83,103.33	61.37%
	Indirect	\$41,922.37	\$19,539.39	\$22,382.98	46.61%
	Fiscal Audit unallowable	\$50,000.00	\$0.00	\$50,000.00	0.00%
	Triennial Performance Audits	\$43,220.00	\$11,445.75	\$31,774.25	26.48%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$41,894.80	\$40,015.37	\$1,879.43	95.51%
	Indirect	\$13,737.74	\$5,912.82	\$7,824.92	43.04%
	Transportation Engineering	\$25,000.00	\$5,406.25	\$19,593.75	21.63%
	Local Agency	\$30,000.00	\$6,690.45	\$23,309.55	22.30%
	Traffic Counts	\$10,000.00	\$0.00	\$10,000.00	0.00%
2.1.1	<u>Regional Transportation Plan Update</u>				
	NCTC Staff	\$28,597.48	\$2,915.77	\$25,681.71	10.20%
	Consultant	\$75,000.00	\$0.00	\$75,000.00	0.00%
2.2	<u>Transportation Engineering</u>				
	NCTC Staff	\$48,778.80	\$34,476.70	\$14,302.10	70.68%
	Indirect	\$16,596.89	\$7,196.88	\$9,400.01	43.36%
2.2.1	<u>RTMF Update</u>				
	NCTC Staff	\$36,384.64	\$10,904.62	\$25,480.02	29.97%
	Consultant	\$79,999.00	\$13,740.57	\$66,258.43	17.18%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$46,384.46	\$27,691.11	\$18,693.35	59.70%
	Indirect	\$9,039.53	\$3,095.44	\$5,944.09	34.24%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$68,432.75	\$47,486.28	\$20,946.47	69.39%
	Indirect	\$25,160.86	\$8,357.48	\$16,803.38	33.22%
	Rural Counties Task Force	\$2,000.00	\$2,000.00	\$0.00	100.00%
2.4.2	<u>Airport Land Use Commission Planning & Reviews</u>				
	NCTC Staff	\$18,533.12	\$5,659.37	\$12,873.75	30.54%
	Consultant	\$15,000.00	\$472.70	\$14,527.30	3.15%
2.4.3	<u>READY Nevada County</u>				
	NCTC Staff	\$28,180.20	\$14,501.84	\$13,678.36	51.46%
	Consultant	\$104,602.15	\$41,328.69	\$63,273.46	39.51%
2.4.4	<u>RCTF Rural Induced Demand Study</u>				
	NCTC Staff	\$13,961.55	\$0.00	\$13,961.55	0.00%
	Consultant	\$125,000.00	\$0.00	\$125,000.00	0.00%
	Contingency	\$135,593.42	\$0.00	\$135,593.42	0.00%
	TOTAL ALL WORK ELEMENTS	\$1,575,803.03	\$567,118.55	\$1,008,684.48	35.99%

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

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 03/01/22	\$1,924,139.76
Additions	\$5,291.35
Deductions	\$0.00
Cash Balance 03/31/22	\$1,929,431.11

**RTMF REVENUES, INTEREST, AND EXPENDITURES
2000/01 - 2021/22**

JURISDICTION	COLLECTED/EXPENDED 2000/01 - 2020/21	COLLECTED/EXPENDED 2021/22	TOTAL COLLECTED/EXPENDED
Grass Valley	\$2,515,306.32	\$0.00	\$2,515,306.32
Nevada City	\$173,699.77	-\$2,869.95	\$170,829.82
Nevada County	\$5,025,638.19	\$235,141.06	\$5,260,779.25
Total	\$7,714,644.28	\$232,271.11	\$7,946,915.39
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Expenditures	\$6,096,907.11	\$152,606.05	\$6,249,513.16
TOTAL	\$1,834,399.72	\$95,031.38	\$1,929,431.10

RTMF ALLOCATIONS

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	EXPENDED YTD Accrual Basis	BALANCE
1/19/21 Reso 21-01	NCTC RTMF Administration	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
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	\$1,500,000.00	\$1,150,057.28	\$349,942.72	\$152,606.05	\$197,336.67
5/19/21 Reso 21-12	NCTC RTMF Update	\$116,383.64	\$9,614.71	\$106,768.93	\$0.00	\$106,768.93
TOTAL		\$6,007,846.48	\$2,419,933.53	\$3,587,912.95	\$152,606.05	\$3,435,306.90

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 03/01/22	\$3,737,378.14
Additions	\$10,069.24
Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$3,747,447.38
 <u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$3,142,373.37
Estimated STA Revenue	\$866,937.00
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 Total Approved Allocations	 <u>\$233,978.27</u>
BALANCE Available for Allocation	\$3,775,332.10

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/21/21 21-15	Nevada County Transit/Paratransit Services 99314	\$17,795.00	\$17,795.00	\$0.00
7/21/21 21-16	Truckee Transit/Paratransit Services	\$216,183.27	\$0.00	\$216,183.27
	TOTAL	\$233,978.27	\$17,795.00	\$216,183.27

**Nevada County Transportation Commission
Monthly Financial Report FY 2021/22**

MARCH

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 03/01/22	\$2,352,922.46
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Deductions	<u>\$0.00</u>
Cash Balance 03/31/22	\$2,359,507.24
<u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$2,339,587.73
Estimated RSTP Revenue	<u>\$0.00</u>
AMOUNT TO BE ALLOCATED	\$2,339,587.73
Total Amount of Approved Allocations	<u>\$1,120,759.89</u>
BALANCE Available for Allocation	\$1,218,827.84

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/15/20 20-33	GV 2020/21 Annual Street Rehab	\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$150,000.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$57,186.00	\$102,814.00	\$0.00	\$102,814.00
11/17/21 21-22	Nev Co 2021/22 General Maintenance	\$867,945.89	\$0.00	\$867,945.89	\$0.00	\$867,945.89
	TOTAL	\$1,177,945.89	\$57,186.00	\$1,120,759.89	\$0.00	\$1,120,759.89

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF NCTC SPECIAL MEETING March 4, 2022

An online special meeting of the Nevada County Transportation Commission (NCTC) was held via teleconference, in light of COVID-19 and the state of emergency proclamation and state and local recommended measures for physical distancing, on Friday, March 4, 2022, via Zoom. 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
 Susan Hoek
 Ed Scofield
 Duane Strawser
 Jan Zabriskie

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

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

Pledge of Allegiance, Roll Call

PUBLIC COMMENT: There was no public comment.

CONSENT ITEMS

1. Adopt Resolution Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361)
 Resolution 22-09

ACTION: Approved Resolution 22-09 by roll call vote
MOTION: Burton / **SECOND:** Arbuckle
AYES: Arbuckle, Burton, Hoek, Scofield, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

ACTION ITEMS

2. Deputy Executive Director Recruitment

Authorize the Executive Director to hire a qualified Candidate for the vacant Deputy Executive Director position up to the Step 4 or 5 salary amount.

Executive Director Woodman reviewed the recruitment that NCTC has underway to fill the Deputy Executive Director position. Section 3.2 of the Personnel Manual requires authorization from the Commission to hire an employee at Step 4 or 5 of the salary range. Given the current conditions and competitive nature of the labor market, and seeking a qualified individual with the experience necessary to serve as the Deputy Executive Director, staff is requesting authorization to hire a qualified candidate up to Step 4 or 5 of the salary range. This would fall within the Overall Work Program budget that has already been approved and would not require an amendment to the budget. Staff has solicited recruitment and conducted interviews, and is fortunate to have three very qualified candidates.

ACTION: Approved authorization to hire a qualified Candidate for the Deputy Executive Director position up to Step 4 or 5 salary amount by roll call vote

MOTION: Arbuckle / **SECOND:** Burton

AYES: Arbuckle, Burton, Hoek, Scofield, Strawser, Zabriskie

NOES: None


ABSENT: None

ABSTAIN: None

COMMISSION ANNOUNCEMENTS: Sam Vandell was given appreciation for the press releases that informed the public of the work Caltrans has been doing on the Omega Curves project. He said he would continue to inform the public of the progress of the project. Mr. Vandell was also given appreciation for the vegetation management being done on Highway 20 west of Grass Valley.

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be March 16, 2022 at 9:30 a.m. via Zoom.

ADJOURNMENT OF MEETING: The meeting was adjourned at 9:50 a.m.

Respectfully submitted by: 

Carol Lynn, Administrative Assistant

Approved on: _____

By: _____
Ed Scofield, Chair
Nevada County Transportation Commission

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF NCTC SPECIAL MEETING March 16, 2022

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Members Present: Jan Arbuckle
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 Jan Zabriskie

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

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

Pledge of Allegiance, Roll Call

PUBLIC COMMENT: Submitted from Jim Day: "Active Transportation Program, funding Cycle 6. The application for Cycle 6 goes live today. Applications are due June 15th and the statewide CTC staff recommendation of projects is scheduled for October 21st. See our Cycle 6 website below: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle6>. Thank you, James P. Day, MBA, Associate Transportation Planner, Office of Local Assistance, Caltrans District 3.

Executive Director Mike Woodman commented that the Nevada County Transportation Commission staff will be assisting the City of Grass Valley, and Nevada City and Nevada County in submitting applications for two different ATP projects. One is the State Route 174/20 Intersection Analysis, involving the roundabout at the entrance of Grass Valley at the triangle. The other is the State Route 49 Multimodal Corridor Plan that runs from the Elks Lodge to the State Route 20/Uren Street intersection and proposes improvements there. Both projects were submitted in the previous cycle and both scored relatively high, but just outside of the scoring cutoff. With some improvements to the applications, staff is hoping to get one or both of those projects funded in Cycle 6.

CONSENT ITEMS

1. Adopt Resolution Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361)
Resolution 22-02

2. Financial Reports
December 2021 and January 2022

3. NCTC Minutes
January 26, 2022 NCTC Meeting Minutes

4. Revised Findings of Apportionment for FY 2021/22 and Preliminary Findings of Apportionment for FY 2022/23
Resolution 22-03 and Resolution 22-04

5. Regional Transportation Mitigation Fee Inflation Adjustment
Resolution 22-05

6. State Transit Assistance Preliminary Apportionments for FY 2022/23
Approved the apportionment table as a basis for allocation from the State Transit Assistance Fund for FY 2022/23

7. Approval of Low Carbon Transit Operations Program FY 2021/22 Funding Amounts
Approved FY 2021/22 funding amounts and authorized the Executive Director to sign letters approving the Town of Truckee's and Nevada County's Allocation Requests

8. Certification of the 2022 Federal Transit Administration Section 5310 Grant Applications
Resolution 22-06

ACTION: Approved Consent Items by roll call vote

MOTION: Burton / **SECOND:** Strawser

AYES: Arbuckle, Burton, Hoek, Scofield, Strawser, Zabriskie

NOES: None

ABSENT: None

ABSTAIN: None

ACTION ITEMS

9. Draft FY 2022/23 Overall Work Program
Comments accepted

NCTC staff has prepared the Draft FY 2022/23 Overall Work Program for review and comment by the Commission, our member jurisdictions and Caltrans. The preparation of the Overall Work Program is a state requirement and provides details on continuing planning activities and new planning projects, and presents a summary of expected revenues and expenditures.

NCTC's Overall Work Program integrates the Commission's organizational activities into two broad work elements, Communication and Coordination, and Regional Planning. Each of these work elements is subdivided into projects that accomplish specific tasks or objectives. The FY 2022/23 Draft Overall Work Program includes four key planning projects, including the update of the Nevada County Regional Transportation Plan, the Rural Counties Task Force Rural Induced Demand Study, the update of the Regional Transportation Mitigation Fee Program, and the update of the Eastern Nevada County Transit Development Plan. Any comments received from the Commission, its member jurisdictions, or Caltrans will be addressed and incorporated into the FY 2022/23 Final Overall Work Program, which will be presented to the Commission at the May 18, 2022 meeting.

10. Amendment 1 to Professional Services Agreement for RTMF Update
Resolution 22-07

The update of the Regional Transportation Mitigation Fee program is currently underway. This amendment to the agreement with GHD will extend the contract termination date from June 30 to December 31, 2022 and increases the compensation amount by \$33,258. The additional time and increase in amount are necessary to address the need for additional traffic counts that have been identified, modifications to NCTC's Travel Demand Model to facilitate the analysis for this project, and additional work required for establishing compliance with the requirements of AB 602 that was adopted after the release of the scope of work.

ACTION: Approved Consent Items by roll call vote
MOTION: Strawser / SECOND: Hoek
AYES: Arbuckle, Burton, Hoek, Scofield, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

INFORMATIONAL ITEMS

11. Correspondence

- A. California Transportation Commission, Highlights of the 2021 Annual Report to the California Legislature, File 370.0, 1/25/22.
- B. Betty T. Yee, California State Controller, Fiscal Year 2022-23 State of Good Repair Program Allocation Estimate, File 370.2.1, 1/31/22.
- C. Betty T. Yee, California State Controller, Fiscal Year 2021-22 Second Quarter State Transit Assistance Allocation, File 1370.0, 2/23/22.

D. Betty T. Yee, California State Controller, Fiscal Year 2021-22 Second Quarter State of Good Repair Program Allocation, File 370.2.1, 2/23/22.

12. Executive Director's Report

Executive Director Woodman reviewed the Infrastructure Investment and Jobs Act (IIJA) of 2021 that was signed into law on November 15, 2021 and is the federal bill that addresses the provisions related to federal aid to highways, transit, highway safety, motor carrier, research, hazardous materials and rail programs of the U.S. Department of Transportation. The bill includes \$1.2 trillion in investments over five years from FFY 2022 through 2026, including \$550 billion in new spending on transportation, water, power, infrastructure, and pollution cleanup, in addition to the regular annual spending on infrastructure projects. The major IIJA transportation formula and competitive discretionary funding programs are highlighted in the report, along with the amounts that California is estimated to receive for these programs. NCTC staff participates on eight different stakeholder IIJA sub-working groups that were established by the California State Transportation Agency to help guide the development of new discretionary funding programs. Staff will keep the Commission informed of funding opportunities as additional program details are developed. There will potentially be opportunities to pursue projects that address resiliency related to wildfires, funding for EV charging infrastructure, and benefits for transit, as well as additional funding for federal programs like the RAISE and INFRA grants, which staff will consider pursuing for State Route 49 funding. Staff will look for opportunities to keep rural areas competitive and not disadvantaged, and to bring some of these dollars to Nevada County.

13. Project Status Report:

A. Caltrans Projects: Sam Vandell, Caltrans District 3 Project Manager for Nevada County.

Sam Vandell reviewed the March Caltrans District 3 Project Status Report. The environmental document for the 4E170 Nevada 49 Corridor Improvement Project from La Barr Meadows up to McKnight Way has been completed and they are currently in the design phase of the project. The project 3H510 was recently approved as part of the 2022 SHOPP and is the safety project from La Barr Meadows to McKnight Way aimed at reducing the number and severity of collisions. This project will construct a northbound truck climbing lane, center two-way left turn lane, 10' shoulders, and right turn lanes in the southbound direction at Crestview Drive, Smith Road, Bethel Church Way, and Wellswood Way.

The slope stabilization project on Nevada 80, near Truckee, is scheduled to be completed this spring. The total costs have been updated for the Acid Flats Project on Nevada 80 near Floriston at the Truckee River bridge, and the Roadway Rehab Project on Nevada 80, from west of Donner Park over crossing the Trout Creek. There is a new rockfall protection project on Nevada 80 in Nevada County and Sierra County. The environmental document was completed, design is complete, and it will start construction this fall.

There is a safety project on Nevada 80 by Floriston to grind existing pavement, place polyester concrete overlay, groove the existing concrete pavement and repair and replace slabs if needed. Construction is to start in spring of 2023, target completion in spring of 2024. Construction has been completed on the Highway 174 Safety Improvement Project, and there is a one year landscaping and plant establishment plan on that project to make sure all the plantings and erosion control measures are established for stability on those fill and cut slopes. The planned establishment period should end fall of 2022.

There has been some concern among local residents about wildfire evacuation and backup of traffic during the bridge replacement at the Acid Flats Project on Nevada 80 near Floriston at the Truckee River bridge, and would detours be built to alleviate those issues. Mr. Vandell said the environmental part is due to be completed in the winter of 2024, so detours would not be developed at this point in time, but would be addressed in the preliminary draft conceptual process.

The commissioners spoke on the value of Mr. Vandell presenting the Caltrans Project Status Report at each meeting, saying that the report is helpful and informative and presented in an efficient way. The report helps to highlight all the projects that Caltrans is working on, and is a resource for the commissioners to share information with other groups.

Jim Day commented that of the other transportation commissions he works with, Mr. Vandell really sets the standard for being an exemplary Caltrans liaison, thoroughly updating the Commission on the projects that are in progress in our area.

Commissioner Burton asked about the Omega Curves project, and the historic water trough culvert near the two-mile mark on the trail. He wondered if that historic water trough would be retained in the project. He said it is the only water source from White Cloud through Skillman all the way up to Bear Valley, and is used by horseback riders as well as runners with dogs. Mr. Vandell said that the U.S. Forest Service manages those trails, being on Forest Service property. He said Caltrans has been working with them to see if there is a way to incorporate a temporary trail, but that topic would be in negotiations with the U.S. Forest Service. He said he would be happy to provide additional information on that.

Commissioner Strawser commended Caltrans on the low wait time on Highway 20 due to construction near the Omega Curves project, it is usually no longer than 10 to 15 minutes at all times of the day. Mr. Vandell appreciated the feedback and added that their Public Information Office will be sending out 7,000 direct mailers to residents off of Highway 20 to alert people about the road construction.

Executive Director Woodman talked about the Corridor Improvement Project on Highway 49. The SHOPP project 3H510 will provide improvements on the northbound section of State Route 49 between La Barr Meadows and McKnight Way. Project 4E170, hopefully in conjunction with the Caltrans SHOPP project, will be the southbound improvements to eliminate the merge, and add turn pockets and eight-foot shoulders. NCTC is pursuing state and federal funding for that southbound segment to secure the construction funding, and to align with Caltrans improvements that are slated for approval. The funding that NCTC staff submitted for the Regional Improvement Program, \$3,000,000, plus another \$3,000,000 from the Caltrans Interregional Improvement Program, for a total of \$6,000,000, is slated for approval today by the California Transportation Commission. NCTC staff will work to secure state and federal funding to get the construction of these two projects to coincide.

Mr. Vandell added that the 3H510 project will include improvements on the additional lane going northbound, the truck climbing lane, and a continuous two-way left turn lane through the project, as well as widening shoulders to eight feet. There will also be four southbound right turn lanes that will be part of the project.

Executive Director Woodman suggested updating the description on the Caltrans report for the 4E170 project to include the truck climbing lane and some of the new terminology.

Executive Director Woodman said Caltrans headquarters is emphasizing incorporating multimodal improvements of existing projects. NCTC staff has been discussing with Caltrans the possibility of

creating a permanent access via SR 49 to the new Transit Operation Center, located off La Barr Meadows Road, improving access to the EV bus charging infrastructure, as part of the 4E170 STIP project. Providing better access to the Transit Operations Center and improving the access to the EV bus charging infrastructure will also help in pursuing state and federal funding grant opportunities.

Commissioner Strawser suggested it would be helpful to have directional arrows in the southbound acceleration lane on Highway 49 south of the Combie/Wolf intersection where drivers merge into oncoming traffic. Mr. Vandell said he would bring it up to his operational staff to see if there could be some signage or pavement markings to improve safety in that location. Executive Director Woodman commented that Caltrans previously stated that these acceleration lanes were not long enough to meet the Caltrans standard for merge arrows, but given that we are experiencing issues there, he asked if Caltrans could make a design exception to add some kind of warning feature there. Mr. Vandell will see if Caltrans staff can do a field visit and review the situation for themselves, and he said he appreciated the feedback on these issues.

COMMISSION ANNOUNCEMENTS:

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be May 18, 2022 at 9:30 a.m.

ADJOURNMENT OF MEETING: The meeting was adjourned at 10:23 a.m.

Respectfully submitted by:



Carol Lynn, Administrative Assistant

Approved on: _____

By: _____

Ed Scofield, Chair
Nevada County Transportation Commission

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
SUSAN HOEK – Nevada County Board of Supervisors
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – Nevada City City Council
JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

File: 1430.5

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director *Mike Woodman*

SUBJECT: Federal Transit Administration Section 5311 Grant Program Regional Balance Sheet and Federal Fiscal Years 2022 and 2023 Program of Projects, Resolution 22-11

DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-11 approving the Federal Transit Administration (FTA) Section 5311 Grant Program Federal Fiscal Years (FFY) 2022 and 2023 Program of Projects.

BACKGROUND: FTA Section 5311 is a non-urbanized area formula funding program authorized by Title 49 United States Code Section 5311. This federal grant program provides funding for public transit in non-urbanized areas. The FTA typically apportions funds to governors of each state annually; however, this year’s apportionment is for FFY 2022 and 2023. The California State Department of Transportation, Division of Mass Transportation, is the delegated grantee.

FTA Section 5311 provides grant funding for transit operations and capital projects and is divided between the transit operators in the region based on population. The FTA Section 5311 Regional Balances spreadsheet and the FFYs 2022 and 2023 Program of Projects were prepared by NCTC staff in accordance with the information received from Caltrans.

Applications for FTA Section 5311 funds will be completed by Nevada County and the Town of Truckee. Applications were due April 23, 2022 and a draft of Resolution 22-11 was provided to Caltrans to facilitate a timely completion and submittal of the applications. Resolution 22-11 authorizes the Executive Director to sign the Certifications and Assurances of the Regional Transportation Planning Agency on behalf of NCTC.

attachments

**RESOLUTION 22-11
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**APPROVING THE NEVADA COUNTY REGIONAL FEDERAL TRANSIT
ADMINISTRATION SECTION 5311 PROGRAM OF PROJECTS
FOR FEDERAL FISCAL YEARS 2022 AND 2023**

WHEREAS, Nevada County Transportation Commission (NCTC) is the designated Regional Transportation Planning Agency (RTPA) for Nevada County; and

WHEREAS, this designation requires that NCTC complete a Program of Projects allocating funds for Federal Transit Administration (FTA) Section 5311 for Federal Fiscal Years (FFY) 2022 and 2023; and

WHEREAS, there are no carryover funds from the apportionment for the region for FFY 2022 or 2023; and

WHEREAS, the FFY 2022 estimated apportionment for the region is \$807,029; and

WHEREAS, for FFY 2022, NCTC has apportioned \$672,784 to Nevada County Transit and \$134,245 to the Town of Truckee; and

WHEREAS, the FFY 2023 estimated apportionment for the region is \$823,169; and

WHEREAS, for FFY 2023, NCTC has apportioned \$686,239 to Nevada County Transit and \$136,930 to the Town of Truckee; and

WHEREAS, the Nevada County Transit Services Division and the Town of Truckee intend to apply for funding under the FTA Section 5311 Grant Program.

NOW, THEREFORE, BE IT RESOLVED, that Nevada County Transportation Commission hereby approves the FTA Section 5311 FFY 2022 Program of Projects and the programming of FTA Section 5311 funds up to the amount of \$672,784 for Nevada County Transit and \$134,245 for the Town of Truckee from the regional apportionment balance.

BE IT FURTHER RESOLVED, that Nevada County Transportation Commission hereby approves the FTA Section 5311 FFY 2023 Program of Projects and the programming of FTA Section 5311 funds up to the amount of \$686,239 for Nevada County Transit and \$136,930 for the Town of Truckee from the regional apportionment balance.

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is authorized to sign the Certifications and Assurances of the Regional Transportation Planning Agency, provided that the applications and supporting documentation submitted by Nevada County Transit and the Town of Truckee provide the following information:

1. Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
2. The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
3. The amount requested does not exceed the federal funds provided to the agency in the approved Federal Statewide Transportation Improvement Program (FSTIP).
4. The project meets all Statewide Transportation Improvement Program (STIP) requirements.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



Certifications and Assurances of the MPO's and RTPA's

General Information:			
Regional Agency Name:	Nevada County Transportation Commission	Contact Person:	Michael Woodman
Contact Email:	mwoodman@nccn.net	Contact Phone:	530-265-3202
Name of Subrecipient:	Nevada County	Project Description:	Nevada County Transit Operations (FFY 22)

Project Amount and Fund Type:			
Federal Share	Local Share	Toll Credits (if any)	Total Project Cost
\$ 672,784	\$ 4,068,146		\$ 4,740,930

Local Share Types:	
Local Share Type (LTF, STA, etc.)	Amount
LTF	\$ 3,664,047
CTSA	\$ 165,297
STA	\$ 23,802
Fares/contracts	\$ 215,000
Total:	\$ 4,068,146
Please reach out to your Liaison if you need more entries	



Federal Transportation Improvement Program - Metropolitan Planning Organizations and Regional Transportation Planning Agency. Rural non-MPO agencies do not need to provide this information; the State will provide this information.

Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

Check all that apply below:

<input checked="" type="checkbox"/>	Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
<input checked="" type="checkbox"/>	The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
<input checked="" type="checkbox"/>	The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP or Federal Statewide TIP(FSTIP)
<input checked="" type="checkbox"/>	The regional agency or TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Certifying Representative:

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name:	Michael Woodman	Title:	Executive Director
Signature:		Sign Date:	

Electronic signatures are accepted



Certifications and Assurances of the MPO's and RTPA's

General Information:			
Regional Agency Name:	Nevada County Transportation Commission	Contact Person:	Michael Woodman
Contact Email:	mwoodman@nccn.net	Contact Phone:	530-265-3202
Name of Subrecipient:	Nevada County	Project Description:	Nevada County Transit Operations (FFY 23)

Project Amount and Fund Type:			
Federal Share	Local Share	Toll Credits (if any)	Total Project Cost
\$ 686,239	\$ 4,386,556		\$ 5,072,795

Local Share Types:	
Local Share Type (LTF, STA, etc.)	Amount
LTF	\$ 3,941,259
CTSA	\$ 165,297
STA	\$ 50,000
Fares/contracts	\$ 230,000
Total:	\$ 4,386,556
Please reach out to your Liaison if you need more entries	



Federal Transportation Improvement Program - Metropolitan Planning Organizations and Regional Transportation Planning Agency. Rural non-MPO agencies do not need to provide this information; the State will provide this information.

Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

Check all that apply below:

<input checked="" type="checkbox"/>	Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
<input checked="" type="checkbox"/>	The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
<input checked="" type="checkbox"/>	The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP or Federal Statewide TIP(FSTIP)
<input checked="" type="checkbox"/>	The regional agency or TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Certifying Representative:

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name:	Michael Woodman	Title:	Executive Director
Signature:		Sign Date:	

Electronic signatures are accepted



Certifications and Assurances of the MPO's and RTPA's

General Information:			
Regional Agency Name:	Nevada County Transportation Commission	Contact Person:	Michael Woodman
Contact Email:	mwoodman@nccn.net	Contact Phone:	530-265-3202
Name of Subrecipient:	Town of Truckee	Project Description:	Truckee TART Operating Assistance (FFY 22)

Project Amount and Fund Type:			
Federal Share	Local Share	Toll Credits (if any)	Total Project Cost
\$ 134,245	\$ 1,688,519		\$ 1,822,764

Local Share Types:	
Local Share Type (LTF, STA, etc.)	Amount
State Transit Assistance	\$ 275,179
Local Transportation Fund	\$ 636,785
CTS	\$ 33,515
Other	\$ 743,040
Total:	\$ 1,688,519
Please reach out to your Liaison if you need more entries	



Federal Transportation Improvement Program - Metropolitan Planning Organizations and Regional Transportation Planning Agency. Rural non-MPO agencies do not need to provide this information; the State will provide this information.

Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

Check all that apply below:

<input checked="" type="checkbox"/>	Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
<input checked="" type="checkbox"/>	The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
<input checked="" type="checkbox"/>	The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP or Federal Statewide TIP(FSTIP)
<input checked="" type="checkbox"/>	The regional agency or TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Certifying Representative:

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name:	Michael Woodman	Title:	Executive Director
Signature:		Sign Date:	

Electronic signatures are accepted



Certifications and Assurances of the MPO's and RTPA's

General Information:			
Regional Agency Name:	Nevada County Transportation Commission	Contact Person:	Michael Woodman
Contact Email:	mwoodman@nccn.net	Contact Phone:	530-265-3202
Name of Subrecipient:	Town of Truckee	Project Description:	Truckee TART Operating Assistance (FFY 23)

Project Amount and Fund Type:			
Federal Share	Local Share	Toll Credits (if any)	Total Project Cost
\$ 136,930	\$ 1,736,951		\$ 1,873,881

Local Share Types:	
Local Share Type (LTF, STA, etc.)	Amount
State Transit Assistance	\$ 285,221
Local Transportation Fund	\$ 641,285
CTS	\$ 35,215
Other	\$ 775,230
Total:	\$ 1,736,951
Please reach out to your Liaison if you need more entries	



Federal Transportation Improvement Program - Metropolitan Planning Organizations and Regional Transportation Planning Agency. Rural non-MPO agencies do not need to provide this information; the State will provide this information.

Document (or Amendment) Number	Document (or Amendment) Year	FHWA/FTA Federally Approved TIP (Date)

Check all that apply below:

<input checked="" type="checkbox"/>	Some combination of state, local, or private funding sources have been or will be committed to provide the required local share.
<input checked="" type="checkbox"/>	The subrecipient has coordinated with other transportation providers and users in the region, including social service agencies capable of purchasing service.
<input checked="" type="checkbox"/>	The amount requested does not exceed the Federal funds provided to this agency in the approved Federal TIP or Federal Statewide TIP(FSTIP)
<input checked="" type="checkbox"/>	The regional agency or TPA has approved, by resolution, the programming of funds for this Project and Project has met all Statewide Transportation Improvement Program (STIP) requirements.

Certifying Representative:

By signing below, I have read and acknowledge that my agency is in compliance with certifications and assurances as stated above.

Name:	Michael Woodman	Title:	Executive Director
Signature:		Sign Date:	

Electronic signatures are accepted



Program of Projects (POP)

FFY 2022 & FFY 2023

Due: April 30, 2022 at 2pm PST

Instructions:

PART 1 – Operating Assistance

- Do not list previously approved projects (i.e. projects listed in a prior grant).
- Funding split: 44.67% Local Share and 55.33% Federal Share.
- Third Party Contract Requirement – all third-party contracts must contain federal clauses required under [FTA Circular 4220.1F](#) and approved by the State prior to bid release.
- Net project cost does not include ineligible cost (i.e. farebox, other revenues, etc.).

PART 2 – Capital (Vehicles, Construction, Preventive Maintenance and Planning)

- **PRE-AWARD AUTHORITY IS STRICTLY FORBIDDEN FOR ALL CAPITAL PURCHASES** Receiving an executed Standard Agreement (DOT-213A) is NOT procurement authorization.
- All vehicles procured with Section 5311 program funds must be ADA accessible regardless of service type (fixed route or demand-response service). Capital projects must contain a full description of project: A PRELIMINARY ENVIRONMENTAL SURVEY (PES) is required for Capital projects other than vehicle procurement. (i.e. facility or shelter - include specifics, planning studies, preventative maintenance). **The PES does not satisfy the requirements for environmental review and approval.** When the agency prepares the documentation for a categorical exclusion, the Environmental Justice Analysis must be included.
- Funding split: 11.47% Local Share and 88.53% Federal Share.
- Procurement Contract Requirement – all documents used for procuring capital projects must contain federal clauses required under [FTA Circular 4220.1F](#) and approved by DRMT prior to bid release.

PART 3 - FLEXIBLE FUNDS (i.e. CMAQ, STP, or Federalized STIP*) if applicable:

- Request for transfer will be applied for directly through the District - Local Assistance District Engineer, and Headquarters' Division of Local Assistance. Division of Rail & Mass Transportation (DRMT) will receive a confirmation once the transfer is completed.
- Funding split: 11.47% Local Share and 88.53% Federal Share. CMAQ may be funded up to 100% at the discretion of the Regional Planning Agency/MPO.



Program of Projects (POP)

FFY 2022 & FFY 2023

Due: April 30, 2022 at 2pm PST

Agency Name: Nevada County Transportation Commission		
<input checked="" type="checkbox"/> 5311	<input type="checkbox"/> 5311(f)	<input type="checkbox"/> CMAQ

Regional Contact Info:			
Regional Contact Name:	Michael Woodman	Phone Number:	530-265-3202
Contact Title:	Executive Director	Date:	04/27/2022

General Information:					
County or Region:	Nevada County		Caltrans District:	3	
Original Submission Date:		Revision Number:		Revision Submission Date:	

Section A: Available Funding	
Apportionment for this Cycle (Federal Share):	\$ 807,029

Section B: Programming	
Operating Assistance Total:	\$ 807,029
Capital Total:	
Total Programmed (Operating + Capital):	\$ 807,029

Flexible Funds (if applying for CMAQ, STP or Federalized STIP):	
Flex Funds Total:	

*Request for transfer will be applied for directly through the District - Local Assistance, District Engineer, and Headquarters' Division of Local Assistance. Division of Rail & Mass Transportation will receive a conformation once the transfer is completed.



PART 1: Operating Assistance - Regional Apportionment

Metropolitan Planning Organizations (MPOs) are responsible for sub-allocating projects within their jurisdiction:

Subrecipient	Project Description	Federal Share	Local Share (Excluding Toll Credit)	Toll Credit Amount (if any)	Net Project Cost
Nevada County (FY22)	Nevada County Connects	\$ 672,784	\$ 4,068,146		\$ 4,740,930
Town of Truckee (FY22)	Truckee TART	\$ 134,245	\$ 1,688,519		\$ 1,822,764
Operating Assistance Funds Total:		\$ 807,029	\$ 5,756,665	\$ 0	\$ 6,563,694



Program of Projects (POP)

FFY 2022 & FFY 2023

Due: April 30, 2022 at 2pm PST

Instructions:

PART 1 – Operating Assistance

- Do not list previously approved projects (i.e. projects listed in a prior grant).
- Funding split: 44.67% Local Share and 55.33% Federal Share.
- Third Party Contract Requirement – all third-party contracts must contain federal clauses required under [FTA Circular 4220.1F](#) and approved by the State prior to bid release.
- Net project cost does not include ineligible cost (i.e. farebox, other revenues, etc.).

PART 2 – Capital (Vehicles, Construction, Preventive Maintenance and Planning)

- **PRE-AWARD AUTHORITY IS STRICTLY FORBIDDEN FOR ALL CAPITAL PURCHASES** Receiving an executed Standard Agreement (DOT-213A) is NOT procurement authorization.
- All vehicles procured with Section 5311 program funds must be ADA accessible regardless of service type (fixed route or demand-response service). Capital projects must contain a full description of project: A PRELIMINARY ENVIRONMENTAL SURVEY (PES) is required for Capital projects other than vehicle procurement. (i.e. facility or shelter - include specifics, planning studies, preventative maintenance). **The PES does not satisfy the requirements for environmental review and approval.** When the agency prepares the documentation for a categorical exclusion, the Environmental Justice Analysis must be included.
- Funding split: 11.47% Local Share and 88.53% Federal Share.
- Procurement Contract Requirement – all documents used for procuring capital projects must contain federal clauses required under [FTA Circular 4220.1F](#) and approved by DRMT prior to bid release.

PART 3 - FLEXIBLE FUNDS (i.e. CMAQ, STP, or Federalized STIP*) if applicable:

- Request for transfer will be applied for directly through the District - Local Assistance District Engineer, and Headquarters' Division of Local Assistance. Division of Rail & Mass Transportation (DRMT) will receive a confirmation once the transfer is completed.
- Funding split: 11.47% Local Share and 88.53% Federal Share. CMAQ may be funded up to 100% at the discretion of the Regional Planning Agency/MPO.



Program of Projects (POP)

FFY 2022 & FFY 2023

Due: April 30, 2022 at 2pm PST

Agency Name: Nevada County Transportation Commission		
<input checked="" type="checkbox"/> 5311	<input type="checkbox"/> 5311(f)	<input type="checkbox"/> CMAQ

Regional Contact Info:

Regional Contact Name:	Michael Woodman	Phone Number:	530-265-3202
Contact Title:	Executive Director	Date:	04/27/2022

General Information:

County or Region:	Nevada County	Caltrans District:	3		
Original Submission Date:		Revision Number:		Revision Submission Date:	

Section A: Available Funding

Apportionment for this Cycle (Federal Share):	\$ 823,169
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Section B: Programming

Operating Assistance Total:	\$ 823,169
Capital Total:	
Total Programmed (Operating + Capital):	\$ 823,169

Flexible Funds (if applying for CMAQ, STP or Federalized STIP):

Flex Funds Total:	
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*Request for transfer will be applied for directly through the District - Local Assistance, District Engineer, and Headquarters' Division of Local Assistance. Division of Rail & Mass Transportation will receive a conformation once the transfer is completed.



PART 1: Operating Assistance - Regional Apportionment

Metropolitan Planning Organizations (MPOs) are responsible for sub-allocating projects within their jurisdiction:

Subrecipient	Project Description	Federal Share	Local Share (Excluding Toll Credit)	Toll Credit Amount (if any)	Net Project Cost
Nevada County (FY23)	Nevada County Connects	\$ 686,239	\$ 4,386,556		\$ 5,072,795
Town of Truckee (FY23)	Truckee TART	\$ 136,930	\$ 1,736,951		\$ 1,873,881
Operating Assistance Funds Total:		\$ 823,169	\$ 6,123,507	\$ 0	\$ 6,946,676

FTA 5311 Program Apportionments

FTA 5311 FFY 2022 Estimate			
Jurisdiction	Est. Pop.	Pop. %	Total
Grass Valley	12,758	13.09%	
Nevada City	3,081	3.16%	
Nevada County	65,414	67.11%	
Nevada Co. Transit SVCS Subtotal	81,253	83.37%	\$672,784
Truckee	16,213	16.63%	\$134,245
Total	97,466	100.00%	\$807,029
Population estimates are taken from NCTC Resolution 21-08, May 19, 2021			
Amounts are taken from the FTA Section 5311 Apportionment FFY 2022 Allocation Estimate Division of Rail and Mass Transportation Grant Management Branch 03/01/2022.			
* 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.			

FTA 5311 FFY 2023 Estimate			
Jurisdiction	Est. Pop.	Pop. %	Total
Grass Valley	12,758	13.09%	
Nevada City	3,081	3.16%	
Nevada County	65,414	67.11%	
Nevada Co. Transit SVCS Subtotal	81,253	83.37%	\$686,239
Truckee	16,213	16.63%	\$136,930
Total	97,466	100.00%	\$823,169
Population estimates are taken from NCTC Resolution 21-08, May 19, 2021			
Amounts are taken from the FTA Section 5311 Apportionment FFY 2023 Allocation Estimate Division of Rail and Mass Transportation Grant Management Branch 03/01/2022.			
* 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.			



Statewide Transportation Improvement Program (STIP)

All federal funds to be used for transit projects must be included in a federally approved STIP. A Transportation Planning Agency (TPA) must ensure that Section 5311 projects are included in the Department of Transportation's (Department) Statewide Transportation Federal Improvement Program (FSTIP), which is jointly approved by the Federal Highway Administration (FHWA) and FTA.

A copy of the federally approved STIP Page must be attached for all projects to be programmed through the Section 5311 program. The project description and associated dollar amounts must be consistent with the federally approved STIP information.

- **Metropolitan Planning Organizations (MPOs)** are responsible for programming projects within their jurisdiction.
- Rural Transit & Intercity Bus staff will submit **Non-MPO / Rural Transportation** organizations projects directly to the Department's Division of Financial Programming for inclusion into the FSTIP.

For further guidance see the Department's [Division of Financial Programming website](#).

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 720.1, 1400.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Revised Findings of Apportionment for FY 2022/23, Resolution 22-12

DATE: May 18, 2022

RECOMMENDATION: Approve Resolution 22-12 adopting the Revised Findings of Apportionment for FY 2022/23.

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

The apportionments are determined from the Auditor-Controller's estimate of Local Transportation Funding (LTF) for the ensuing fiscal year, less those funds made available for Transportation Development Act administration, planning projects, pedestrian/bicycle projects, and community transit service projects. The remaining funds are apportioned by each jurisdiction's percentage of the total population.

On March 16, 2022, NCTC approved Resolution 22-04 adopting the FY 2022/23 Preliminary Findings of Apportionment based on the California Department of Finance Population Estimates 2021 E-1 Report. On May 2, 2022, NCTC obtained the 2022 E-1 Report with updated population figures. In accordance with Section 6655.5 of the California Code of Regulations, the attached Resolution 22-12, Revised Findings of Apportionment for FY 2022/23, has been prepared to update the apportionments with the latest population data. The apportionment adjustments are as follows:

COMPARISON OF POPULATION ESTIMATES AND APPORTIONMENTS						
Department of Finance E-1 Report May 2021 and May 2022				Apportionments		
Jurisdiction	1/1/2021 Population	1/1/2022 Population	Population Change	Resolution 22-04 3/16/22 Preliminary Findings	Resolution 22-12 5/18/22 Revised Findings	Difference
Nevada County	65,414	67,191	1,777	\$2,569,213	\$2,540,581	-\$28,633
Grass Valley	12,758	13,617	859	\$501,086	\$514,877	\$13,791
Nevada City	3,081	3,334	253	\$121,010	\$126,063	\$5,053
Truckee	16,213	17,100	887	\$636,785	\$646,574	\$9,789
Total	97,466	101,242	3,776	\$3,828,094	\$3,828,094	

Totals may not equal sum of amounts in column due to rounding.

**RESOLUTION 22-12
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

REVISED FINDINGS OF APPORTIONMENT FOR FISCAL YEAR 2022/23

WHEREAS, Section 6655.5 of the California Code of Regulations states that the transportation planning agency may, at any time before the conveyance of initial allocation instructions pursuant to Section 6659, issue a revised determination of apportionments based on a revised determination of populations; and

WHEREAS, the Auditor-Controller of Nevada County has issued an estimate of \$ 4,994,236 as the amount available for allocation in FY 2022/23; 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 2022/23

Sales and Use Tax	\$4,949,236
Interest	\$45,000
Subtotal	\$4,994,236

Anticipated Allocations

Administration and Planning	-\$882,427
Pedestrian and Bicycles	-\$82,236
Community Transit Services	-\$201,479

Total Estimated FY 2022/23 LTF Available for Apportionment **\$3,828,094**

Area apportionments based on population: Population figures from State of California Department of Finance 2022 E-1 Report, May 2022

Jurisdiction	Estimated Population	Percent of Estimated Total*	Apportionment**
Nevada County	67,191	66.37%	\$2,540,581
Grass Valley	13,617	13.45%	\$514,877
Nevada City	3,334	3.29%	\$126,063
<u>Truckee</u>	17,100	16.89%	\$646,574
TOTAL	101,242	100.00%	\$3,828,094

Totals may not equal sum of amounts in column due to rounding.

NOW, THEREFORE, BE IT RESOLVED, that Nevada County Transportation Commission finds that the above figures represent area apportionments to be used for FY 2022/23. These apportionments will be used as the basis for allocations throughout FY 2022/23, 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 May 18, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



**SLOWING STATE POPULATION DECLINE PUTS
LATEST POPULATION AT 39,185,000**

FOR IMMEDIATE RELEASE:
May 2, 2022

CONTACT: Walter Schwarm
(916) 323-4086
H.D. Palmer
(916) 323-0648

SACRAMENTO— California's population dipped slightly by 117,552 residents last year, bringing the state's total to 39,185,605 people as of January 1, 2022, according to new population estimates and housing data released today by the California Department of Finance.

The 0.3-percent decline represents a slowing compared to the 0.59-percent decline over the nine-month period between the April 2020 Census date and the year's end.

As Baby Boomers age, and fertility declines among younger cohorts, the continuing slowdown in natural increase -- births minus deaths -- underlies the plateauing of the state's population growth. The addition of COVID-19-related deaths, federal policies restricting immigration, and an increase in domestic out-migration further affected population totals. Overall growth was also affected by continuing federal delays in processing foreign migration: while last year saw positive immigration (43,300), the level was below the average annual rate of 140,000 before the pandemic.

The report contains preliminary year-over-year January 2022 and revised January 2021 population data for California cities, counties, and the state. These estimates are based on information through January 1, 2022. Significant changes over the year include:

- While population growth remained strong in the interior counties of the Central Valley and the Inland Empire, the majority of counties saw declines, including every coastal county except San Luis Obispo, Santa Barbara, and Santa Cruz (due in part to college students returning to campus).
- Only two counties had growth above one percent: Yolo (1.8 percent), due to increases in college group quarters (dorms), and San Benito (1.1 percent), due to housing gains. Following in percentage growth were Modoc (1.0 percent), Tuolumne (0.9 percent), and Merced (0.9 percent) counties.
- Thirty-four of the state's fifty-eight counties lost population. The ten largest percentage decreases occurred in Plumas (-3.2 percent), Lassen (-2.8 percent), Butte (-2.4 percent), Del Norte (-1.4 percent), Napa (-1.0 percent), San Mateo (-0.9 percent), Marin (-0.9 percent), Shasta (-0.8 percent), San Francisco (-0.8 percent), and Ventura (-0.8 percent).
- The state's three most populous counties all experienced population loss: Los Angeles declined by 70,114 persons (-0.7 percent), San Diego by 1,197 persons (-0.04 percent), and Orange by 7,297 persons (-0.2 percent).

Also of note in the report:

- 361 cities lost population, while 118 gained population and 3 had no change.
- Of the ten largest cities in California, Bakersfield had the largest percentage gain in population (0.7 percent, or 2,736), followed by San Diego (0.2 percent, or 2,958).
- Group quarters represent 2.3 percent (907,000) of the total state population. This population includes those living in college dormitories (240,000) and in correctional facilities (172,000). Between April 1, 2020 and January 1, 2021, California's group quarters population decreased by 165,000 people or 17 percent, due principally to policies associated with COVID-19. The dormitory population dropped by 109,000 (45.0 percent). In 2021, however, college group quarters populations have returned to 98.9 percent of their 2020 Census levels with 240,000 students in dormitories, which restored populations in many college towns. Areas most affected by the pandemic-driven shift in college dormitory population between 2020 and 2021 based on total population growth include: Unincorporated Yolo County (26.5 percent), Santa Cruz (11.3 percent), Albany (5.4 percent), Unincorporated Santa Barbara County (4.5 percent), Seaside (3.1 percent), and Irvine (3.0 percent).
- State prisons are generally located in remote areas; as a result, increases or decreases can account for significant changes in their respective area populations. For example, prison declines led to population decreases in Taft (-4.7 percent) in Kern County, Susanville (-9 percent) in Lassen County, and Crescent City (-4.1 percent) in Del Norte County.

Background Information:

These population estimates are produced annually by the Department of Finance for use by local areas to calculate their annual appropriations limit. The State Controller's Office uses Finance's estimates to update their population figures for distribution of state subventions to cities and counties, and to comply with various state codes. Additionally, estimates are used for research and planning purposes by federal, state, and local agencies, the academic community, and the private sector.

These estimates reflect a state and county level revision of the preliminary January 1, 2021 estimates that were released in May 2021 and reflected a state population at 39,466,855 versus this year's revised estimate of 39,303,157; a downward revision of 163,698. The primary causes are the change to a new Census 2020 benchmark, and higher migration estimates during the COVID-19 pandemic.

Changes to the housing stock are used in the preparation of the annual city population estimates. Estimated occupancy of housing units and the number of persons per household further determine population levels. Changes in city housing stock result from new construction, demolitions, housing unit conversions, and annexations. The sub-county population estimates are then adjusted to be consistent with independently produced county estimates.

Comparing Census Bureau's recently released July 1, 2021 estimates with Finance's January 1, 2022 estimates should generally be avoided since they refer to different points in time. In addition, there are numerous differences between the two series including the effects of the wildfires, changes in migration patterns, accelerating slowdown in births, and excess deaths due to the COVID-19 pandemic that make comparisons difficult.

All Finance population and housing estimates are benchmarked to a decennial census. The estimates in this report are benchmarked to the 2020 decennial census.

Related population reports are available on the Department's website:
<http://www.dof.ca.gov/Forecasting/Demographics/>

Department of Finance
Demographic Research Unit
Population Estimates for California Cities

10 Largest Cities

City	Population January 1, 2022	Percent Change 2021-22
1. Los Angeles	3,819,538	-0.9
2. San Diego	1,374,790	0.2
3. San Jose	976,482	-1.5
4. San Francisco	842,754	-0.8
5. Fresno	543,660	0.2
6. Sacramento	518,037	-0.1
7. Long Beach	460,682	0.2
8. Oakland	424,464	-1.3
9. Bakersfield	408,865	0.7
10. Anaheim	341,245	-1.0

10 Fastest Growing Cities with Populations Over 30,000

City	Population January 1, 2022	Percent Change 2021-22
1. Santa Cruz	64,075	11.3
2. Lathrop	31,331	6.6
3. Seaside	32,068	3.1
4. Irvine	310,250	3.0
5. Menifee	106,627	2.9
6. Berkeley	124,563	2.7
7. Stanton	39,275	2.6
8. Delano	51,258	2.4
9. Chino	91,998	2.4
10. Manteca	86,859	2.2

10 Cities Under 300,000 with the Largest Numeric Change

City	Population January 1, 2022	Numeric Change 2021-22
1. Santa Cruz	64,075	6,481
2. Berkeley	124,563	3,294
3. Menifee	106,627	3,010
4. Fontana	212,809	2,920
5. Ontario	179,516	2,827
6. Roseville	151,034	2,240
7. Chino	91,998	2,174
8. Clovis	123,665	1,998
9. Lathrop	31,331	1,947
10. Manteca	86,859	1,864

E-1: City/County/State Population Estimates with Annual Percent Change January 1, 2021 and 2022

JURISDICTION	Total Population		Percent Change	JURISDICTION	Total Population		Percent Change
	1/1/21	1/1/22			1/1/21	1/1/22	
Seaside	31,113	32,068	3.1	Villa Park	5,834	5,782	-0.9
Soledad	26,316	26,308	0.0	Westminster	90,812	90,393	-0.5
Balance of County	106,251	104,851	-1.3	Yorba Linda	67,760	67,233	-0.8
Napa	137,518	136,179	-1.0	Balance of County	133,302	132,437	-0.6
American Canyon	21,566	21,658	0.4	Placer	407,517	409,025	0.4
Calistoga	5,283	5,199	-1.6	Auburn	13,795	13,608	-1.4
Napa	78,246	77,480	-1.0	Colfax	2,016	2,042	1.3
St Helena	5,521	5,437	-1.5	Lincoln	50,422	51,252	1.6
Yountville	2,942	2,829	-3.8	Loomis	6,833	6,739	-1.4
Balance of County	23,960	23,576	-1.6	Rocklin	71,644	71,663	0.0
Nevada	101,919	101,242	-0.7	Roseville	148,794	151,034	1.5
Grass Valley	13,670	13,617	-0.4	Balance of County	114,013	112,687	-1.2
Nevada City	3,386	3,334	-1.5	Plumas	19,574	18,942	-3.2
Truckee	17,035	17,100	0.4	Portola	2,027	2,042	0.7
Balance of County	67,828	67,191	-0.9	Balance of County	17,547	16,900	-3.7
Orange	3,169,542	3,162,245	-0.2	Riverside	2,424,587	2,435,525	0.5
Aliso Viejo	51,233	50,782	-0.9	Banning	30,629	30,877	0.8
Anaheim	344,604	341,245	-1.0	Beaumont	54,313	54,690	0.7
Brea	47,097	46,872	-0.5	Blythe	17,470	17,505	0.2
Buena Park	83,968	83,430	-0.6	Calimesa	10,544	10,899	3.4
Costa Mesa	112,183	111,394	-0.7	Canyon Lake	11,147	11,056	-0.8
Cypress	50,029	49,810	-0.4	Cathedral City	51,898	51,840	-0.1
Dana Point	33,053	32,943	-0.3	Coachella	42,178	42,158	0.0
Fountain Valley	57,068	56,564	-0.9	Corona	156,901	156,778	-0.1
Fullerton	141,974	142,732	0.5	Desert Hot Springs	32,546	32,569	0.1
Garden Grove	171,284	170,526	-0.4	Eastvale	70,444	69,929	-0.7
Huntington Beach	197,616	196,100	-0.8	Hemet	89,823	89,646	-0.2
Irvine	301,254	310,250	3.0	Indian Wells	4,771	4,762	-0.2
Laguna Beach	22,862	22,706	-0.7	Indio	88,862	89,137	0.3
Laguna Hills	31,017	30,750	-0.9	Jurupa Valley	105,415	105,384	0.0
Laguna Niguel	64,885	64,316	-0.9	Lake Elsinore	70,891	71,615	1.0
Laguna Woods	17,670	17,514	-0.9	La Quinta	37,949	37,860	-0.2
La Habra	62,317	61,792	-0.8	Menifee	103,617	106,627	2.9
Lake Forest	86,406	86,775	0.4	Moreno Valley	209,603	209,407	-0.1
La Palma	15,463	15,332	-0.8	Murrieta	111,671	111,183	-0.4
Los Alamitos	11,895	11,873	-0.2	Norco	24,563	24,909	1.4
Mission Viejo	93,171	92,515	-0.7	Palm Desert	50,976	50,889	-0.2
Newport Beach	84,459	83,727	-0.9	Palm Springs	44,570	44,397	-0.4
Orange	137,534	137,676	0.1	Perris	79,327	78,890	-0.6
Placentia	51,522	51,204	-0.6	Rancho Mirage	16,650	16,804	0.9
Rancho Santa Margarita	47,703	47,279	-0.9	Riverside	312,789	317,847	1.6
San Clemente	63,877	63,380	-0.8	San Jacinto	54,503	54,593	0.2
San Juan Capistrano	34,907	34,798	-0.3	Temecula	110,394	109,925	-0.4
Santa Ana	311,340	308,459	-0.9	Wildomar	36,928	36,632	-0.8
Seal Beach	25,002	24,846	-0.6	Balance of County	393,215	396,717	0.9
Stanton	38,284	39,275	2.6	Sacramento	1,580,624	1,576,618	-0.3
Tustin	80,157	79,535	-0.8	Citrus Heights	87,245	86,367	-1.0

Top 10 Cities Based on Housing Unit Growth

Total Numeric Housing Unit Growth

Rank	City	County	Total HU
1	Los Angeles	Los Angeles	14,493
2	San Diego	San Diego	6,378
3	San Francisco	San Francisco	4,497
4	Oakland	Alameda	3,551
5	Irvine	Orange	2,775
6	Bakersfield	Kern	2,209
7	Roseville	Placer	1,892
8	Sacramento	Sacramento	1,698
9	Fresno	Fresno	1,644
10	Fremont	Alameda	1,642

Numeric Single-Family Housing Unit Growth

Rank	City	County	Total HU
1	Bakersfield	Kern	1,544
2	Los Angeles	Los Angeles	1,500
3	Menifee	Riverside	1,425
4	Roseville	Placer	1,414
5	Irvine	Orange	1,361
6	Fresno	Fresno	1,230
7	Clovis	Fresno	1,112
8	Sacramento	Sacramento	903
9	Ontario	San Diego	862
10	Lathrop	San Joaquin	821

Numeric Multi-Family Housing Unit Growth

Rank	City	County	Total HU
1	Los Angeles	Los Angeles	12,993
2	San Diego	San Diego	5,628
3	San Francisco	San Francisco	4,596
4	Oakland	Alameda	3,494
5	Fremont	Alameda	1,561
6	Irvine	Orange	1,414
7	Long Beach	Los Angeles	1,184
8	San Jose	Santa Clara	1,091
9	Sacramento	Sacramento	795
10	Sunnyvale	Santa Clara	686

Percent Total Housing Unit Growth

Rank	City	County	Total HU
1	Paradise	Butte	23.36%
2	Lathrop	San Joaquin	10.07%
3	Greenfield	Monterey	9.71%
4	Imperial	Imperial	5.27%
5	lone	Amador	4.99%
6	Kerman	Fresno	4.52%
7	Firebaugh	Fresno	4.37%
8	Calimesa	Riverside	4.29%
9	Patterson	Stanislaus	3.88%
10	Menifee	Riverside	3.87%

Percent Single-Family Housing Unit Growth

Rank	City	County	Total HU
1	Paradise	Butte	21.46%
2	Lathrop	San Joaquin	10.97%
3	Firebaugh	Fresno	6.25%
4	Calimesa	Riverside	6.11%
5	Greenfield	Monterey	5.66%
6	lone	Amador	5.46%
7	Winters	Yolo	4.46%
8	Menifee	Riverside	4.31%
9	Colfax	Placer	4.27%
10	Kerman	Fresno	4.19%

Percent Multi-Family Housing Unit Growth

Rank	City	County	Total HU
1	Atherton	San Mateo	80%
2	Los Altos Hills	Santa Clara	44.44%
3	American Canyon	Napa	38.59%
4	Hillsborough	San Mateo	29.79%
5	Patterson	Stanislaus	29.68%
6	Greenfield	Monterey	26.67%
7	San Marino	Los Angeles	20%
8	Danville	Contra Costa	14.66%
9	Lakeport	Lake	14.18%
10	Holtville	Imperial	13.95%

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

File 500.1

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director *Mike Woodman*

SUBJECT: Federal Fiscal Year (FFY) 2021/22 Regional Surface Transportation Program Bid Targets for Fiscal Year (FY) 2022/23 Allocations

DATE: May 18, 2022

RECOMMENDATION: Approve Regional Surface Transportation Program Bid Targets for FFY 2021/22 for FY 2022/23 claims.

BACKGROUND: The Regional Surface Transportation Program (RSTP) was established by the State of California to utilize federal Surface Transportation Program funds for a wide variety of transportation projects. The State allows Nevada County Transportation Commission (NCTC) to exchange these federal funds for state funds to maximize the ability of local public works departments to use the funds for transportation purposes including planning, construction, improvement, maintenance, and operation of public streets and highways, and pedestrian and bicycle projects. NCTC has the responsibility for distributing these exchanged funds to the local jurisdictions. Annual apportionments of RSTP funds range from \$900,000 to \$1,000,000.

Each year Caltrans notifies NCTC of the amount of RSTP funds that will be available based on federal budget appropriations. NCTC then establishes bid targets for each jurisdiction based on its pro rata portion of the countywide population and notifies the jurisdictions of their share. However, NCTC has discretion in allocating RSTP funds and may award an agency more or less than its bid target in order to fund high priority regional projects.

For FFY 2021/22 the apportionment to NCTC is \$1,145,539. The chart below shows the bid targets by jurisdiction and the amounts that are available for allocation for FY 2022/23.

Jurisdiction	Estimated Population Resolution 21-12	Population %	Bid Targets FY 2022/23 5/18/2022
Grass Valley	13,617	13.45%	\$146,370.72
Nevada City	3,334	3.29%	\$35,837.55
Truckee	17,100	16.89%	\$183,809.89
Nevada County	67,191	66.37%	\$722,243.88
NCTC			\$57,276.95
TOTAL	101,242	100.00%	\$1,145,539.00

FEDERAL APPORTIONMENT EXCHANGE PROGRAM
CALIFORNIA DEPARTMENT OF TRANSPORTATION
REGIONAL TRANSPORTATION PLANNING AGENCY

District: 03
Agency: Nevada County Transportation Commission

Agreement No. X22-6144(049)
AMS Adv ID:0322000190

THIS AGREEMENT is made on _____, by Nevada County Transportation Commission, a Regional Transportation Planning Agency (RTPA) designated under Section 29532 of the California Government Code, and the State of California, acting by and through the Department of Transportation (STATE).

WHEREAS, RTPA desires to assign RTPA's portion of federal apportionments made available to STATE for allocation to transportation projects in accordance with Section 182.6 of the Streets and Highways Code (Regional Surface Transportation Program/Regional Surface Transportation Block Grant Program [RSTP/RSTBGP] funds) in exchange for nonfederal State Highway Account funds:

NOW, THEREFORE, the parties agree as follows:

1. As authorized by Section 182.6(g) of the Streets and Highways Code, RTPA agrees to assign to STATE the following portion of its estimated annual RSTP/RSTBGP apportionment:

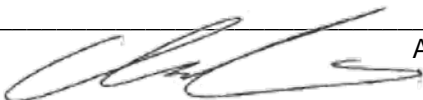
\$1,145,539.00 for Fiscal Year 2021/2022

The above referenced portion of RTPA's estimated annual RSTP/RSTBGP apportionment is equal to the estimated total RSTP/RSTBGP apportionment less (a) the estimated minimum annual RSTP/RSTBGP apportionment set for the County under Section 182.6(d)(2) of the Streets and Highways Code, (b) any Federal apportionments already obligated for projects not chargeable to said County's annual RSTP/RSTBGP minimum apportionment, and (c) those RSTP/RSTBGP apportionments RTPA has chosen to retain for future obligation.

2. RTPA agrees the exchange for County's estimated annual RSTP/RSTBGP minimum apportionment under Section 182.6(d)(2) of the Streets and Highways Code will be paid by STATE directly to Nevada County.

For Caltrans Use Only

I hereby Certify upon my own personal knowledge that budgeted funds are available for this encumbrance



Accounting Officer

| Date 04/05/2022 \$ 1,145,539.00

3. Subject to the availability of STATE funds following the receipt of an RTPA invoice evidencing RTPA's assignment of those estimated RSTP/RSTBGP funds under Section 1 to STATE, STATE agrees to pay to RTPA an amount not to exceed \$1,145,539.00 of non-federal exchange funds ("Funds") that equals the sum of the estimated RSTP/RSTBGP apportionment assigned to State in Section 1 above.

4. RTPA agrees to allocate all of these Funds only for those projects implemented by cities, counties, and other public transportation agencies as are authorized under Article XIX of the California State Constitution, in accordance with the requirements of Section 182.6(d)(1) of the Streets and Highways Code.

5. RTPA agrees to provide to STATE annually by each August 1 a list of all local project sponsors allocated Funds in the preceding fiscal year and the amounts allocated to each sponsor.

6. RTPA agrees to require project sponsors receiving those Funds provided under this AGREEMENT to establish a special account for the purpose of depositing therein all payments received from RTPA pursuant to this Agreement: (a) for cities within their Special Gas Tax Street Improvement Fund, (b) for counties, within their County Road Fund, and (c) for all other sponsors, a separate account.

7. RTPA agrees, in the event a project sponsor fails to use Funds received hereunder in accordance with the terms of this AGREEMENT, to require that project sponsor to return those exchange Funds to RTPA for credit to the account established under Section 6 above. In the event of any such requirement by STATE, RTPA shall provide written verification to STATE that the requested corrective action has been taken.

8. STATE reserves the right to reduce the STATE Funds payment required hereunder to offset such additional obligations by the RTPA or any of its sponsoring agencies against any RSTP/RSTBGP federal apportionments as are chargeable to, but not included in, the assignment made under Section 1 above.

9. COST PRINCIPLES

A) RTPA agrees to comply with, and require all project sponsors to comply with Office of Management and Budget Supercircular 2 CFR 200, Cost Principles for State and Local Government and the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

B) RTPA will assure that its fund recipients will be obligated to agree that (A) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, Et Seq., shall be used to determine the allowability of individual project cost items and (B) Those parties shall comply with Federal Administrative Procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements To State And Local Governments. Every sub-recipient receiving funds as a contractor or sub-contractor under this agreement shall comply with Federal administrative procedures in accordance with 2 CFR 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

C) Any fund expenditures for costs for which RTPA has received payment or credit that are determined by subsequent audit to be unallowable under Office of Management and Budget Supercircular 2 CFR 200 are subject to repayment by RTPA to STATE. Should RTPA fail to reimburse fund moneys due STATE within 30 days of demand, or within such other period as may be agreed in writing between the parties, hereto, STATE is authorized to intercept and withhold future payments due RTPA and STATE or any third-party source, including but not limited to, the State Treasurer, The State Controller and the CTC. The implementation of the Supercircular will cancel 49 Cfr Part 18.

10. THIRD PARTY CONTRACTING

A) RTPA shall not award a construction contract over \$10,000 or other contracts over \$25,000 [excluding professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e) and (f)] on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of STATE.

B) Any subcontract or agreement entered into by RTPA as a result of disbursing Funds received pursuant to this AGREEMENT shall contain all of the fiscal provisions of this Agreement; and shall mandate that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors.

C) In addition to the above, the preaward requirements of third party contractor/consultants with RTPA should be consistent with Local Program Procedures as published by STATE.

11. ACCOUNTING SYSTEM

RTPA, its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate Fund expenditures by line item. The accounting system of RTPA, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices.

12. RIGHT TO AUDIT

For the purpose of determining compliance with this AGREEMENT and other matters connected with the performance of RTPA's contracts with third parties, RTPA, RTPA's contractors and subcontractors and STATE shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times for three years from the date of final payment of Funds to RTPA. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent for audits, examinations, excerpts, and transactions, and RTPA shall furnish copies thereof if requested.

13. TRAVEL AND SUBSISTENCE

Payments to only RTPA for travel and subsistence expenses of RTPA forces and its subcontractors claimed for reimbursement or applied as local match credit shall not exceed rates authorized to be paid exempt non-represented State employees under current State Department of Personnel Administration (DPA) rules.

If the rates invoiced are in excess of those authorized DPA rates, then RTPA is responsible for the cost difference and any overpayments shall be reimbursed to STATE on demand.

STATE OF CALIFORNIA
Department of Transportation

Nevada County
Transportation Commission

By: _____
Office of Project Implementation
Division of Local Assistance

Date: _____

APPROVED
By Mike Woodman at 1:59 pm, Apr 12, 2022

By: _____

Title: Michael G. Woodman
Executive Director

Date: _____

FEDERAL APPORTIONMENT EXCHANGE BUYOUT PROGRAM ANNUAL REPORT FOR

(RTPA NAME)

A	B	C = A+B-D	D		
Cash Retained by RTPA as of 06/30/21	Cash Received From Caltrans 7/1/20 to 6/30/21	Cash Retained by RTPA as of 6/30/21	Cash Disbursed by RTPA From 7/1/20 to 6/30/21		
			Date of Disbursement	Amount of Cash Disbursement	Name of Agency or Contractor Receiving Cash
\$2,218,388.80	\$1,116,562.00	\$2,323,132.80	08/06/2020	\$ 3,627.50	Nevada County
			09/16/2020	\$ 86,000.00	City of Nevada City
			02/01/2021	\$ 36,887.50	Nevada County
			02/01/2021	\$428,964.70	Nevada County
			05/17/2021	\$216,338.30	Nevada County
			06/28/2021	\$240,000.00	City of Grass Valley
				\$1,011,818.00	

RSTP Available to Allocate

1	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	05/02/2022 FFY 2021/22 Bid Targets for FY22/23 Claims														
2	Jurisdiction: Allocation Resolution #	Project Title	Total Cash in Prior Years Open Allocations	Cash Available to Allocate 7/1/2021	NCTC Grant Applications	YTD Interest as of 03/31/22	Estimated Population Resolution 22-12 5/18/2022	Pop. %	21/22 Bid Targets For 22/23	YTD Total Allocations	YTD Allocated Cash Expended	21/22 YTD Cash Returned or Rescinded	Amount Available to Allocate	Cash Remaining in Open Allocations	TOTAL CASH(Allocated & Unallocated) by Jurisdiction 05/02/2022 FFY 2021/22 Bid Targets for FY22/23 Claims
3															
4									X22-6144(049)				= Column D + E + F + I - J + L	= Column C + J - K	= Column M + N
5	Grass Valley		\$150,000.00	\$149,941.23		\$2,553.73	13,617	13.45%	\$146,370.72	\$0.00	\$0.00	\$0.00	\$298,865.68	\$150,000.00	\$448,865.68
6	Reso 20-33	20/21 Annual Street Rehab	\$150,000.00												
7															
8	Nevada City		\$0.00	\$55,884.75		\$475.81	3,334	3.29%	\$35,837.55	\$0.00	\$0.00	\$0.00	\$92,198.11	\$0.00	\$92,198.11
9															
10															
11	Truckee		\$0.00	\$902,768.22		\$7,686.27	17,100	16.89%	\$183,809.89	\$0.00	\$0.00	\$0.00	\$1,094,264.38	\$0.00	\$1,094,264.38
12															
13															
14															
15	Nevada County		\$102,814.00	\$864,341.53		\$8,234.47	67,191	66.37%	\$722,243.88	\$867,945.89	\$0.00	\$0.00	\$726,873.99	\$970,759.89	\$1,697,633.88
16	Reso 19-11	Donner Pass Drainage and Shoulder Maintenance 19/20	\$102,814.00												
17	Reso 21-22	General Maintenance 21/22								\$867,945.89					
18															
19	Nevada County Transportation Commission			\$113,837.99		\$969.23			\$57,276.95	\$0.00	\$0.00	\$0.00	\$172,084.17	\$0.00	\$172,084.17
20															
21															
22	TOTAL		\$252,814.00	\$2,086,773.72		\$19,919.51	101,242	100.00%	\$1,145,539.00	\$867,945.89	\$0.00	\$0.00	\$2,384,286.34	\$1,120,759.89	\$3,505,046.24

KEY	
Allocated Cash	
Unallocated Cash	
Total Cash	

The Regional Surface Transportation Program (RSTP) started in 1992. Revenues come from the Federal Transportation Act. Caltrans exchanges the Federal funds on a dollar-for-dollar basis and provides rural agencies with less restrictive State funds. NCTC receives \$800,000 to \$1,000,000 per year. Funds are mainly used for street maintenance and rehabilitation projects. NCTC annually establishes pro rata shares or "bid targets" based on population; however, NCTC has discretion over project selection and can choose to award a jurisdiction more or less than its bid target.

matches QB
adj .01

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

File: 1400.1

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director

SUBJECT: Triennial Performance Audits for Fiscal Years 2018/19, 2019/20, 2020/21, Resolution 22-13

DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-13 accepting the Triennial Performance Audits for Fiscal Years 2018/19, 2019/20 and 2020/21 for Nevada County Transportation Commission (NCTC), Tahoe Truckee Area Regional Transit (TART), and Nevada County Transit Services (Nevada County Connects and Now Paratransit Services).

BACKGROUND: LSC Transportation Consultants prepared the Triennial Performance Audits for NCTC, TART, and Nevada County Transit Services per California Public Utilities Code Section 99246, which states, “the performance audit shall evaluate the efficiency, effectiveness, and economy of the operation of the entity being audited and shall be conducted in accordance with the efficiency, economy, and program results portions of Governmental Organizations, Programs, Activities, and Functions.”

The performance audits recommendations are shown in the attached Executive Summary from each report. The full reports are available at <http://www.nctc.ca.gov/Reports/Performance-Audits/index.html>

The final performance audits have been forwarded to the Town of Truckee and to Nevada County Transit Services for their review and implementation.

Genevieve Evans, Associate, LSC Transportation Consultants, Inc. will present an overview of the Triennial Performance Audits for Fiscal Years 2018/19, 2019/20, and 2020/21 at the NCTC meeting on May 18, 2022.

NCTC staff concurs with the recommendations in the NCTC Performance Audit and will implement them.

attachments

**RESOLUTION 22-13
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**TRIENNIAL PERFORMANCE AUDITS FOR FISCAL YEARS 2018/19, 2019/20 and 2020/21
FOR TAHOE TRUCKEE AREA REGIONAL TRANSIT, NEVADA COUNTY TRANSIT
SERVICES, AND NEVADA COUNTY TRANSPORTATION COMMISSION**

WHEREAS, Section 99246 of the California Public Utilities Code requires transportation planning agencies to designate an entity other than itself to conduct a performance audit of its activities and the activities of each operation to whom it allocates funds; and

WHEREAS, the Nevada County Transportation Commission (NCTC), in its capacity as the Regional Transportation Planning Agency (RTPA) for Nevada County, has contracted with LSC Transportation Consultants to evaluate the efficiency, effectiveness, and economy of the operations of Tahoe Truckee Area Regional Transit, Nevada County Transit Services (Gold Country Stage and Gold Country LIFT), and Nevada County Transportation Commission as RTPA.

NOW, THEREFORE, BE IT RESOLVED, that upon review of the Triennial Performance Audits for Tahoe Truckee Area Regional Transit, Nevada County Transit Services, and Nevada County Transportation Commission for Fiscal Years 2018/19, 2019/2020 and 2020/2021, prepared by LSC Transportation Consultants, the Commission accepts the documents and finds the Triennial Performance Audits complete per terms of the contract.

BE IT FURTHER RESOLVED, that the Commission directs NCTC staff to implement the recommendations shown below:

1. NCTC should ensure it certifies in writing that performance audits of operators located in the area under its jurisdiction have been completed when submitting its own audit to Caltrans.
2. Incorporate forms that monitor productivity and assess the implementation status of TDA triennial performance audit recommendations as part of the TDA claims process.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

Nevada County Transportation Commission

Triennial Performance Audit

FY 2018/19 through FY 2020/21

FINAL

Prepared for

Nevada County Transportation Commission
101 Povidence Mine Road
Suite 102
Nevada City, CA 95959

Prepared by

LSC Transportation Consultants, Inc.
2690 Lake Forest Road, Ste. C
Tahoe City, CA 96145
530-583-4053

May 12, 2022

Nevada County Transportation Commission Performance Audit

California Public Utilities Code Section 99246 requires that Regional Transportation Planning Agencies (RTPAs) such as the Nevada County Transportation Commission (NCTC) conduct Triennial Performance Audits (TPAs) of both their own activities and those of their associated transit operators. This performance audit of the NCTC covers the three-year period from July 1, 2018, to June 30, 2021. The primary objective of a TPA is to provide the NCTC with an independent and objective evaluation of its effectiveness, efficiency, and economy in its role as the RTPA for Nevada County. This audit was conducted in accordance with guidelines set forth in the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities developed by Caltrans (September 2008). The audit process included a review of pertinent documents, TDA guidelines and interviews with the NCTC staff.

BACKGROUND

The NCTC is the designated RTPA for the Nevada County region, including the incorporated cities of Grass Valley and Nevada City and the Town of Truckee. The NCTC Board consists of four members appointed by the County Board of Supervisors and three members appointed by the three incorporated municipalities in the County. Among other transportation planning responsibilities, one of NCTC's roles is to allocate Transportation Development Act (TDA) funding in accordance with state statutes. There are three public transit operators in Nevada County. In the western portion of the county there is Nevada County Connects and Nevada County Now. In the eastern portion of the county there is the Truckee Tahoe Area Regional Transit (Truckee TART).

REVIEW OF COMPLIANCE REQUIREMENTS

NCTC was found to be in compliance with all statutes referenced in the *Performance Audit Guidebook* with the exception of completion of Fiscal and Compliance Audits for the transit operators and NCTC within the required timeline.

STATUS OF PRIOR AUDIT RECOMMENDATIONS

All recommendations from the prior audit were implemented.

Compliance Finding 1: While NCTC's performance audit was submitted to Caltrans in 2016, NCTC did not certify that the operator audits had been completed.

Implementation Complete: NCTC certified in writing that the Performance Audits of the transit operators for FY 2015-16 through FY 2017-18 had been completed.

Functional Finding and Recommendation: While transit operator productivity improvements are often considered as part of the TDA claims process, there is no formal written format for documenting improvements. Incorporate forms that monitor productivity and assess the implementation status of TDA triennial performance audit recommendations as part of the TDA claims process.

Implementation Complete: NCTC updated their Policies and Procedures Manual to include a requirement for operators to include an Operator Performance Table for the previous fiscal year as part of the STA claimant checklist.

DETAILED REVIEW OF THE NCTC FUNCTIONS

A substantial portion of a performance audit includes reviewing the various functions of the RTPA to determine if there are inefficiencies or particular areas for improvement. The functional review is conducted by reviewing various documents, such as the Regional Transportation Plan and Overall Work Programs and conducting interviews with NCTC staff.

During the audit period, NCTC was effective in accomplishing its goals and objectives. The Executive Director moved into a more advisory role during the audit period and the Deputy Director has taken his place. A new Deputy Executive Director was recently hired. NCTC follows a comprehensive regional transportation planning process including the preparation and adoption of alternative transportation plans and programs, such as Short-Range Transit Development Plans and the Nevada County Active Transportation Plan. The Nevada County Regional Transportation Plan (RTP) addresses all the required elements. NCTC commissions transportation plans and studies to address recent legislation and requirements. NCTC has set forth a clear process for allocating TDA funds to the transit operators in the region. NCTC provides an appropriate amount of oversight of the transit operators on both the western and eastern side of the county. During the audit period NCTC successfully distributed recurring grant monies. No state or federal grant applications were denied in Nevada County due to errors or omissions.

Overall, NCTC is a strong organization that effectively coordinates transportation policy for Nevada County. With respect to TDA issues, NCTC has developed an appropriate TDA allocation process to transit operators within its jurisdiction. The following presents the auditors findings, including any issues of non-compliance with TDA, along with recommendations to improve compliance and overall effectiveness.

FINDINGS

- ◆ NCTC was found to be in compliance with all performance related statutes listed in Table 1 with the exception of late Fiscal and Compliance Audits for NCTC and the transit operators. It should be noted that the Audits were only one month late and many RTPAs are unable to maintain compliance with this rule for a variety of reasons.
- ◆ All recommendations from the prior audit were implemented.
- ◆ The functional review revealed no significant inefficiencies in the way NCTC performs its duties.
- ◆ NCTC performs the unmet transit needs process in accordance with TDA requirements.
- ◆ NCTC provides a good amount oversight and planning assistance for the three transit operators in the region without overstepping the bounds of the role of an RTPA.
- ◆ NCTC conducted a Transit Equity Study which recommended an innovative method of allocating STA Section 99313 funds that more closely matches where the greatest amount of sales tax is generated.

RECOMMENDATIONS

Recommendation 1: Monitor Western Nevada County Transit Operators farebox ratio and discuss with the transit operator methods of boosting the performance measure, particularly if farebox ratio requirements are reinstated by the state in FY 2022-23 (as currently intended). NCTC should stay informed about future legislation that may change the definitions of operating costs and/or expenses or farebox ratio calculations.

Nevada County Connects/Nevada County Now's farebox ratio was 5.97 percent in FY 2020-21. The transit operators in western Nevada County were severely affected by the drop in transit demand during the pandemic. Western Nevada County transit operators were able to maintain a 10 percent farebox ratio prior to the pandemic. Hopefully, ridership levels will rebound in FY 2022-23 as more Western Nevada County residents return to daily activities. If this does not occur, NCTC should review options to decrease operating costs and/or increase local support for western Nevada County transit operators. Local support is defined as, *"any nonfederal or nonstate grant funds or other revenues generated by, earned by, or distributed to an operator."* Examples include advertising revenue, lease revenue or funds provided by a local agency. As the RTPA, NCTC should keep abreast of future changes to TDA legislation that may affect the calculation of performance measures such as farebox ratio. Any changes to the law should be communicated to the transit agencies and Fiscal and Compliance Auditor.

Western Nevada County Transit Operators *Triennial Performance Audit*

FY 2018/19 through FY 2020/21

FINAL

Prepared for

Nevada County Transportation Commission
101 Povidence Mine Road
Suite 102
Nevada City, CA 95959

Prepared by

LSC Transportation Consultants, Inc.
2690 Lake Forest Road, Ste. C
Tahoe City, CA 96145
530-583-4053

May 12, 2022

Performance Audit of Western Nevada County Transit Operators

The California Public Utilities Code requires that all transit operators that receive funding under Article 4 of the Transportation Development Act (TDA) be subject to a performance audit every three years. This document presents the findings from the Triennial Performance Audit (TPA) of the transit operators in Western Nevada County (Nevada County Connects and Nevada County Now). As the Regional Transportation Planning Agency (RTPA) responsible for TDA funding in Nevada County, this audit was performed under the authority of the Nevada County Transportation Commission (NCTC).

This audit report covers Fiscal Year (FY) 2018-19 through FY 2020-21, and was conducted by LSC Transportation Consultants, Inc. The audit process follows guidelines outlined in the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities developed by Caltrans in 2008.

BACKGROUND

Western Nevada County transit services are provided through a joint powers agreement between the County of Nevada and the Cities of Nevada City and Grass Valley. The Nevada County Transit Services Division (TSD) is responsible for the oversight of the two public transit systems operating in western Nevada County. The TSD directly operates one of the transit programs, Nevada County Connects, providing fixed-route service using County employees. In addition, the TSD contracts with Paratransit Services, a private contractor, to provide door-to-door demand response services under contract to the TSD.

VERIFICATION AND USE OF PERFORMANCE INDICATORS

Tables 1-3 in Chapter 1 of the audit report presents operating and financial statistics for the current audit period and the prior audit period for Western Nevada County Transit operators. Figures 1-7 graphically present performance indicators for all Western Nevada County transit services. During this audit period, systemwide ridership decreased by roughly 62 percent. The majority of this decrease occurred during the pandemic years of March 2019 to June 2021. Operating cost per vehicle service hour decreased (from \$135.32 in FY 2018-19 to \$127.84 in FY 2020-21) while productivity decreased from 8.9 trips per hour to 4.06 trips per hour. Because of COVID's drastic impact on transit ridership, systemwide fare revenues decreased by 53 percent during the audit period. Farebox ratio met the 10 percent minimum for maximum eligibility of TDA in FY 2018-19 but decreased to 5.97 percent by FY 2020-21. However, per AB 90 and AB149 farebox requirements have been suspended for the last two years of the audit period. Given the rural nature of the county and COVID conditions, Nevada County performs at a level that is typical of similar rural transit systems.

Western Nevada County transit operators compiled operating statistics in accordance with TDA definitions, as presented in Appendix B of the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities. As for the overall data collection and recording process, there were some discrepancies between data in various internal spreadsheets.

REVIEW OF COMPLIANCE REQUIREMENTS

The Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities recommends reviewing transit operator compliance with certain TDA regulations that relate to transit performance. Table 4 presents Nevada County's compliance with these requirements. During the audit period, Nevada County was found to not be in compliance on two issues: (1) State Controller Reports were not filed within the required time period, 2) Fiscal and Compliance Audits were not completed within the specified time period. This is common among transit agencies as County Auditors often have limited time to work on these reports.

STATUS OF PRIOR AUDIT RECOMMENDATIONS

The previous audit was completed by Moore and Associates. The recommendations and their status from that effort are presented below.

TDA Compliance Recommendation 1: Use the TDA definition to calculate and report full-time equivalents and effectively document the methodology used for this calculation.

Implementation: Partially implemented.

Moore & Associates has identified five functional findings which did not affect TDA compliance but were considered important to the scope of the audit.

Functional Finding 1. Both fixed-route and Dial-A-Ride data reported to the National Transit Database are combined under the category of "Bus."

Implementation Complete

Functional Finding 2- While public perception of the program is generally high, the County suffers from limited community awareness regarding Gold Country Stage service.

Implementation in Progress

Functional Finding 3 - The Transit Services Commission (TSC) has expressed concern regarding ridership decline specific to Gold Country LIFT.

Implementation In Progress

Functional Finding 4 - The County does not address complaints received specific to Gold Country LIFT in its Annual Operations Report.

Implementation in Progress:

Functional Finding 5 - Financial data reported to various entities has significant inconsistencies.

Implementation In-Progress

DETAILED REVIEW OF TRANSIT OPERATOR FUNCTIONS

An important step in the performance audit process is to evaluate standard transit operator functions in terms of efficiency and effectiveness. This is done through on-site interviews with transit staff. The review of transit operator functions can be divided into the following categories:

- General Management and Organization
- Service Planning
- Administration
- Scheduling, Dispatch and Operations
- Marketing and Public Information
- Maintenance

TSD and Paratransit Services have a well-defined program of administrative oversight. Transit services changes are appropriately evaluated before and after implementation. Overall, transit operations and dispatch go smoothly. The operators have in place safety, operations and training procedures which comply with applicable regulations. Sufficient marketing and public outreach efforts are conducted by TSD, and a new branding campaign is underway. Contractor staff has a productive relationship with Nevada County staff. Vehicle replacement is on-going so as to maintain a safe and operable fleet.

FINDINGS

- Ridership on Western Nevada County transit operator services was fairly stable until COVID-19 but then decreased by over 50 percent.
- Until the pandemic, Western Nevada County transit operators were able to maintain a systemwide 10 percent farebox ratio or better but farebox ratio dropped to below 6 percent during the pandemic.
- During a period of increasing inflation and fuel costs, Western Nevada County transit operator operating costs did not increase more than 7.5 percent in one year.
- Productivity on the fixed routes started out at a respectable 12.71 passenger-trips per vehicle service hour at the beginning of the audit period but was reduced to 6.56 passenger trips per hour by the end of the audit period.
- Paratransit Services was able to maintain the productivity standard of 2.0 passenger trips per hour for each of the three years of the audit period.
- Not all state controller reports and fiscal audits were submitted within the required time period due to a variety of issues, including staffing issues and ransomware attacks. Late submittal of Fiscal and Compliance Audits is not unusual for rural transit agencies.
- There were discrepancies between internal spreadsheet data sets.
- TSD is making an effort to begin the transition to zero-emission vehicles through the recent purchase of a hybrid transit van.

- During COVID, Nevada County implemented a on-demand service for seniors as a way to test alternative methods of meeting public transit demand.
- The new and improved operations and maintenance facility meets the needs of transit operations. Compliance with maintenance intervals improved during the audit period.

RECOMMENDATIONS

Recommendation 1: In order to be fully compliant with TDA requirements, TSD should keep documentation of how FTEs are calculated for purposes of reporting to the State Controller. The definition of Full-time Equivalent Employees per the Caltrans Triennial Performance Audit Guidebook is as follows:

“Transportation system-related hours worked by persons employed in connection with the public transportation system (whether or not the person is employed by the operator, for example, a city accounts payable person whose time is partly charged to transit operations). Such persons include contractor staff. A Full-Time Equivalent employee count can be calculated by dividing the number of person-hours worked by 2,000.”

Below are guidelines for developing a policy regarding calculating full-time equivalent employees for purposes of reporting to the State Controller:

- All employees who spend time assisting with public transit related functions should be included in the employee hour count. This consists of all TSD staff, operating contractor staff and County administrative staff who assist public transit such as accounting or management. TSD could use A-87 charges as a guide to estimate hours spend on transit by other County administrative staff.
- Total hours worked (not including paid time off) should be tallied at the end of the year and divided by 2,000.
- This will represent the full-time equivalent employee count for Western Nevada County transit operators for purposes of reporting to the state controller.

Recommendation 2: Conduct a more detailed Governance Study

The most recent Transit Development Plan for Western Nevada County included a section on governance. The TDP recommended NCTC and Nevada County undertake a more detailed governance study to determine if forming a separate Joint Powers Authority would be more cost efficient, streamlines the process of providing public transit and does not negatively impact the public’s perception of transit. Initial calculations showed that TSD pays the County almost \$500,000 annually in fees/charges for services rendered such as administration and auditing. The governance study should analyze if these services could be provided more cheaply through a JPA governance model.

As noted in this report, operating as an entity separate from the County could also give the public transit operator greater flexibility to increase wages and bonuses for drivers and thereby attract new recruits. Becoming a JPA would also streamline the decision-making and approval process as the public transit

operator would answer to one board dedicated to public transit instead of two (TSC and Board of Supervisors).

As part of this study, it would also be appropriate to review other governance models such as contracting for fixed route transit service as well as demand response. This can be done either as an entity of the county or a separate JPA.

A more detailed Governance study should include the following:

- A description of existing transit services including ridership and performance statistics
- Detailed overview of operating expenses with administrative functions such as accounting, IT, Legal, Payroll etc. broken out separately.
- A discussion of different governance models including: 1) a separate JPA with operations in-house, 2) a JPA who contracts for operations, 3) a special district and 4) municipal agency.
- Peer review of similar transit agencies for each type of governance model comparing administrative function costs and FTEs required for each function.
- Estimation of cost impacts for the different governance models.
- Summary of findings and recommendations

Recommendation 3: Conduct study to review paratransit ridership decline and study alternative modes of demand response transportation to address decreasing ridership.

The Transit Services Commission has expressed concern in the past over declining paratransit ridership. As noted throughout this report, COVID has changed demand for transit ridership, particularly among the elderly and immune compromised. In a fast-paced world with widespread use of smartphones, on-demand transit services which do not require advance reservations and can be requested by mobile phone are becoming more popular. Nevada County has already seen this with the Senior DAR On-Demand service. Therefore, it is recommended that Nevada County conduct a study to review changes to Nevada County Now services. This could include incorporating technology into on-demand services and/or opening demand response services to the general public. Performance standards in the operating contract for Nevada County Now should also be reviewed to ensure that they are consistent with the service being provided and adjusted post-COVID expectations.

Town of Truckee Transit Operator
Triennial Performance Audit

FY 2018/19 through FY 2020/21

FINAL

Prepared for

Nevada County Transportation Commission
101 Povidence Mine Road
Suite 102
Nevada City, CA 95959

Prepared by

LSC Transportation Consultants, Inc.
2690 Lake Forest Road, Ste. C
Tahoe City, CA 96145
530-583-4053

May 12, 2022

Performance Audit of Town of Truckee Transit Operator

The California Public Utilities Code requires that all transit operators that receive funding under Article 4 of the Transportation Development Act (TDA) be subject to a performance audit every three years. This document presents the findings from the Triennial Performance Audit (TPA) of the transit operators in Eastern Nevada County (Tahoe Truckee Area Regional Transit and Truckee Dial-a-Ride). As the Regional Transportation Planning Agency (RTPA) responsible for TDA funding in Nevada County, this audit was performed under the authority of the Nevada County Transportation Council (NCTC).

This audit report covers Fiscal Year (FY) 2018-19 through FY 2020-21, and was conducted by LSC Transportation Consultants, Inc. The audit process follows guidelines outlined in the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities developed by Caltrans in 2008.

BACKGROUND

The main population center in Eastern Nevada County is the Town of Truckee. Public transit in Eastern Nevada County is operated by the Town of Truckee and branded the same as public transit operated in neighboring Placer County (Tahoe Truckee Area Regional Transit), which are not included in this audit. In order to differentiate between the two, services operated in the greater Truckee area are referred to as Truckee TART and services operated by Placer County are referred to as Placer TART. A private contractor, Paratransit Services is employed to operate the buses which are owned and maintained by the Town. Truckee TART services include a Truckee Local Fixed Route which serves the main commercial core areas, the west end of Donner Lake, downtown Truckee and some multi-family and senior housing developments. Connections to Placer TART are possible at the Train Depot and Crossroads Shopping Center. Truckee Dial-A-Ride (DAR) is a demand response service within the Town limits and acts as the complimentary paratransit service for Truckee. The general public are able to ride DAR on a space available basis. No fares are charged on the Truckee Local Route or for ADA eligible passengers on Truckee DAR. However, a fare of \$6.00 is charged for general public and \$2.00 for Senior (non-ADA) rides on DAR.

VERIFICATION AND USE OF PERFORMANCE INDICATORS

Tables 1-3 in Section 1 of the audit report presents operating and financial statistics for the current audit period and the prior audit period for Truckee TART. Figures 1-7 graphically present performance indicators for all Truckee TART services. During this audit period, Truckee TART systemwide ridership increased by roughly 4.5 percent. Contrary to most rural public transit operators, ridership has increased by 14 percent over the past six years. Systemwide, the operating cost per vehicle service hour increased (from \$169.39 in FY 2018-19 to \$182.56 in FY 2020-21) while productivity decreased slightly from 3.64 trips per hour to 3.05 trips per hour. Truckee Transit receives local support through the Tahoe Truckee Airport District, Air Quality Mitigation Fees, and local development mitigation fees. This funding allows Truckee Transit to be a fare free system and still maintain a farebox ratio above the 10 percent minimum

for rural transit agencies, as required by TDA. During the audit period, the farebox ratio ranged from 14.28 percent to 18.83 percent.

Truckee TART compiled operating statistics in accordance with TDA definitions, as presented in Appendix B of the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities with the exception of full-time equivalent employee hours. As for the overall data collection and recording process, Truckee TART manually enters driver recorded data into spreadsheets which are summarized for monthly and annual reports. This process is subject to human error and far more laborious to maintain and extrapolate to perform data analysis.

REVIEW OF COMPLIANCE REQUIREMENTS

The Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities recommends reviewing transit operator compliance with certain TDA regulations that relate to transit performance. Table 4 presents Truckee TART's compliance with these requirements. During the audit period, Truckee TART was found to not be in compliance on three issues: 1) Fiscal and Compliance Audits were not completed within the specified time period, 2) Operating costs increased by more than 15 percent in FY 2019-20 and 3) Truckee TART's definition of full-time equivalent employees was not consistent with PUC 99247.

STATUS OF PRIOR AUDIT RECOMMENDATIONS

The previous audit was completed by Moore and Associates. The recommendations and their status from that effort are presented below.

Recommendation: The Town reports on-time performance as a number of trips, rather than as a percentage of total trips.

Implementation Complete

DETAILED REVIEW OF TRANSIT OPERATOR FUNCTIONS

An important step in the performance audit process is to evaluate standard transit operator functions in terms of efficiency and effectiveness. This is done through on-site interviews with transit staff. The review of transit operator functions can be divided into the following categories:

- General Management and Organization
- Service Planning
- Administration
- Scheduling, Dispatch and Operations
- Marketing and Public Information
- Maintenance

The Town of Truckee has a well-defined program of administrative oversight. Transit services changes are appropriately evaluated before and after implementation. Overall, transit operations and dispatch go

relatively smoothly, despite labor challenges in the transit industry which are exacerbated by Truckee's resort economy, rural setting, and limited and high cost of housing. The Town of Truckee has in place safety, operations, and training procedures which comply with applicable regulations. Marketing and public outreach efforts are conducted by the Truckee North Tahoe Transportation Management Association (TMA) for both Truckee TART and Placer TART. Contractor staff has a productive relationship with Town staff and has a standing weekly meeting to discuss data, customer satisfaction, contract compliance, staffing, billings, and any unforeseen circumstances or events. Vehicle replacement is ongoing so as to maintain a safe and operable fleet and comply with state and federal asset management standards.

FINDINGS

- Productivity on the Truckee Local Route has been consistently low for a fixed route system, 4-5 passenger-trips per hour. This can be attributed to the high percentage of second homeowners, non-traditional work hours, and land use pattern and densities that do not complement fixed route service. The Town is currently planning a Micro-transit Pilot Program for summer 2022 which may prove to be a more efficient method of public transit for the core service area. However, long-term sustainable funding has not yet been identified.
- Operating costs increased more than 15 percent annually in FY 2019-20. During this period "salaries and benefits" increased by 25.7 percent and "maintenance and fuel" increased by 55.6 percent. In 2020 two vehicles were replaced, as they reached the end of their useful life, as defined by FTA. The older vehicles may have contributed to higher maintenance costs in FY 2019-20, as does Truckee's harsh winter and challenging operating environment.
- Although there was a dip in ridership at the beginning of the pandemic in FY 2019-20, systemwide ridership increased by 4.5 percent during the audit period and has increased 14 percent since FY 2015-16. This is unusual when compared to other rural transit agencies and is likely the result of increased visitation to the Truckee/Tahoe Area and corresponding service industry employee commute patterns that did not have the option to "work from home" like many other professions. It should be noted that DAR ridership decreased significantly during the audit period. Much of DAR ridership consists of group social service trips, which were discontinued during the pandemic.
- Truckee TART easily exceeded the 10 percent farebox ratio requirement for rural transit services due to the contributions from partnership agencies such as the Tahoe Truckee Airport District.
- The Town prepares detailed performance reports for both the TMA and the NCTC.
- The Fiscal and Compliance Audits for FY 2018-19 and FY 2019-20 were completed one month late each year of the audit period despite an allowed 90-day extension. The Town of Truckee was granted an additional 32-day extension for the FY 2020-21 audit, but the report was completed 4 days after that deadline. Delays in the audit process were due to staffing issues and weather-related power-shutoffs. It is not unusual for rural counties to complete the fiscal audits late and NCTC was in constant contact and coordination with the state throughout the process.
- FTEs were not calculated in accordance with TDA definitions.

- Truckee TART implemented all prior performance audit recommendations.

RECOMMENDATIONS

The auditor has one TDA Recommendation which is required to be compliant with TDA regulations.

Recommendation 1: Establish a uniform definition for contractor and Town staff as well as a method of tracking full-time equivalent employee hours for purposes of reporting to the state controller.

Town of Truckee Finance department in conjunction with the Town independent auditors prepare the State Controller Reports for Truckee TART. During the audit period, Full-Time Equivalent (FTE) employee hours were calculated using a denominator of 2,080 hours instead of 2,000 hours. Therefore, in an effort to report accurate and consistent data to the State Controller, the Town staff should develop a policy which identifies the method for properly calculating FTE's to be used by both Town and contractor staff. The definition of Full-time Equivalent Employees per the Caltrans Triennial Performance Audit Guidebook is as follows:

“Transportation system-related hours worked by persons employed in connection with the public transportation system (whether or not the person is employed by the operator, for example, a city accounts payable person whose time is partly charged to transit operations). Such persons include contractor staff. A Full-Time Equivalent employee count can be calculated by dividing the number of person-hours worked by 2,000.”

Below are guidelines for developing a policy regarding calculating full-time equivalent employees for purposes of reporting to the State Controller:

All employees who spend time assisting with public transit-related functions should be included in the employee hour count. This consists of all Paratransit Services staff, Town of Truckee transit related staff, Town of Truckee Fleet Maintenance staff and Town of Truckee Administrative staff, who assist public transit such as accounting or management.

- For full time and part time Town transit related employees, staff could either code their time in support of transit services or they can estimate the proportion of annual work time spent on transit. For example: If the Transit Manager spends roughly 60 percent of their time on transit and 40 percent on parking projects, then the calculation would be as follows:

$$60\% \times \text{total hours worked (not including paid time off)} / 2,000$$

- For part time and full-time staff who are 100 percent public transit (such as Paratransit drivers, dispatchers etc.), total hours worked (not including paid time off) should be tallied at the end of the year and divided by 2,000.
- FTE calculations should include hours worked by Town of Truckee staff who support Truckee Transit such as fleet maintenance, accounting and managing public works staff. These hours could be calculated by coding hours to a transit cost category or simply developing a rough estimate of time

spent on transit per month. At the end of the year, hours should be totaled and divided by 2,000. Town staff could use adopted cost allocation plans as a guide for the calculation.

All these categories added together will represent the full-time equivalent employee count for Truckee TART for purposes of reporting to the state controlled.

The auditor has an additional Functional Recommendation which could increase efficiency for Truckee TART but is not required by TDA law.

Functional Recommendation: Consider procuring tablets for Truckee TART fixed route and DAR drivers to record passenger-trips and other operating data.

Currently Truckee TART uses paper manifests to record passenger-trips on both the DAR and fixed-route service. This data needs to be re-entered into spreadsheets and Easy Ride software before summarizing into monthly operating spreadsheets. Electronic tablets could be used by drivers to enter passenger-trips and other operating data. Tablets can also act as electronic manifests in conjunction with Easy Ride software. Eliminating re-entry of data, reduces human error and improves the accuracy and efficient of data reporting.

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 1400.3

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director 

SUBJECT: FY 2020/21 Fiscal and Compliance Audits, Resolution 22-14

DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-14 accepting the following FY 2020/21 Fiscal and Compliance Audits as complete:

- Nevada County Transportation Commission (NCTC) Report to the Commission and Financial Statements and Independent Auditors' Reports
- County of Nevada Transit Services Fund
- Town of Truckee Transit Fund
- City of Grass Valley Transportation Development Act Fund
- City of Nevada City Transportation Development Act Fund

BACKGROUND: NCTC's independent auditor, The Pun Group, found no instances of non-compliance required to be reported under Government Auditing Standards, nor any matters considered to be material weaknesses in the fiscal audits listed above and presented in this agenda packet.

Coley Delaney, CPA from The Pun Group, will present an overview of the FY 2020/21 Fiscal and Compliance Audits at the NCTC meeting on May 18, 2022.

The full FY 2020/21 Fiscal and Compliance Audit reports can be viewed on our website, <https://www.nctc.ca.gov/Reports/Fiscal-Audits/index.html>

**RESOLUTION 22-14
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**FISCAL AND COMPLIANCE AUDITS FOR NCTC AND ITS CLAIMANTS
FOR FISCAL YEAR 2020/21**

WHEREAS, pursuant to the Transportation Development Act, NCTC is required to transmit to the California State Controller an annual report of its accounts and records; and

WHEREAS, NCTC, as the transportation planning agency for Nevada County, is responsible to ensure that all claimants to whom it directs an allocation of funds shall submit an annual certified fiscal audit to the State Controller, and is to be conducted by an entity other than the claimant; and

NOW, THEREFORE, BE IT RESOLVED, that upon review of the Fiscal and Compliance Audits for NCTC and its claimants for Fiscal Year 2020/21, prepared by The Pun Group, the Commission accepts the documents and finds the Fiscal and Compliance Audits complete per terms of the contract.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



May 5, 2022

To the Board of Commissioners
of the Nevada County Transportation Commission
Nevada City, California

We have audited the financial statements of the governmental activities and each major fund of the Nevada County Transportation Commission (the "Commission") for the year ended June 30, 2021, and have issued our report thereon dated May 5, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the scope and timing of our audit. We have communicated such information in our letter to you dated April 1, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Commission are described in Note 1 to the basic financial statements.

New Accounting Standards

GASB Statement No. 84

In January 2017, GASB issued Statement No. 84, *Fiduciary Activities* (GASB Statement No. 84), to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The statement establishes criteria for identifying fiduciary activities of all state and local governments. It also provides for recognition of a liability to the beneficiaries in a fiduciary fund when an event has occurred that compels the government to disburse fiduciary resources. Application of this statement did have an effect on the Commission's financial statements for the fiscal year ending June 30, 2021. See Note 9 – Prior Period Adjustments in the notes to the basic financial statements.

GASB Statement No. 87

In June 2017, GASB issued Statement No. 87, *Leases* (GASB Statement No. 87), to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. Application of this statement did have an effect on the Commission's financial statements for the fiscal year ending June 30, 2021.

GASB Statement No. 90

In August 2018, GASB issued Statement No. 90, *Majority Equity Interests – an Amendment of GASB Statements No. 14 and No. 61* (GASB Statement No. 90), to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. This statement requires that a component unit in which a government has a 100 percent equity interest account for its assets, deferred outflows of resources, liabilities, and deferred inflows of resources at acquisition value at the date the government acquired a 100 percent equity interest in the component unit. Application of this statement did not have an effect on the Commission's financial statements for the fiscal year ending June 30, 2021.

GASB Statement No. 98

In October 2021, GASB issued Statement No. 98, *The Annual Comprehensive Financial Report*. This Statement establishes the term annual comprehensive financial report and its acronym ACFR. That new term and acronym replace instances of comprehensive annual financial report and its acronym in generally accepted accounting principles for state and local governments. Application of this statement is effective for the Commission's fiscal year ending December 15, 2021. Application of this statement did not have an effect on the Commission's financial statements for the fiscal year ending June 30, 2021.

No other new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by the Commission during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. As part of our audit, we evaluated the key factors and assumptions used to develop the accounting estimates described above and in determining that it is reasonable in relation to the financial statements taken as a whole.

There were no estimates affecting the Commission's financial statements that were considered sensitive. Estimates included in the Commission's financial statements included:

- Depreciation on capital assets
- Calculation of accrued salaries liability
- Determination of current portion of compensated absences liability

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- Note 2 – Summary of Significant Accounting Policies
- Note 9 – Prior Period Adjustments
- Required Supplementary Information - Budgetary Comparison Schedule – General Fund
- Supplementary Information – Schedule of Allocated Revenues and Expenditures

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated May 5, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Commission's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Commission's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Information in Documents Containing Audited Financial Statements

Our responsibility for the supplementary information accompanying the basic financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the basic financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole. We applied certain limited procedures to the MD&A and Budgetary Comparison Schedule - General Fund, which are RSI that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

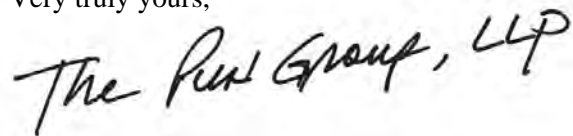
We were engaged to report on the Schedule of Allocated Revenues and Expenditures, which accompanies the financial statements but is not RSI and is a new supplementary schedule included in the Commission's financial statements for the year ended June 30, 2021. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the Other Information section listed in the table of contents, which accompanies the financial statements but is not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Board of Commissioners and management of the Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "The PwC Group, LLP". The signature is written in a cursive, flowing style.

San Diego, California

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

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File: 1030.2.4.3

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director 

SUBJECT: Presentation of the Draft READY Nevada County Extreme Climate Event Mobility and Adaptation Plan by GHD Inc.

DATE: May 18, 2022

RECOMMENDATION: Provide comments. Presentation of the Draft READY Nevada County Extreme Climate Event Mobility and Adaptation Plan by Kendra Ramsey of GHD Inc.

BACKGROUND: In December 2019, Nevada County Transportation Commission (NCTC) staff began working on the concept of an Extreme Climate Event Mobility and Adaptation Plan to identify the climate-related weaknesses of the transportation system in Nevada County and provide actionable strategies for integration into transportation plans, transportation improvement programs, and emergency response plans for the region during extreme climate events (fire, flood, snow/ice, road closure, etc.). NCTC staff submitted a grant application for State Rural Planning Assistance in January 2020. NCTC's Executive Director was notified on March 20, 2020, that NCTC was awarded the grant funds for the READY Nevada County Extreme Climate Event Mobility and Adaptation Plan.

NCTC staff, in coordination with GHD Inc., held three public workshops, created a survey, and provided an interactive map to gather public input on the draft recommendations of the plan. The input received culminated in the draft report that summarizes the draft actions and strategies outlined in the plan.

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
SUSAN HOEK – Nevada County Board of Supervisors
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – Nevada City City Council
JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

File: 1030.0

MEMORANDUM

TO: Nevada County Transportation Commission
-
FROM: Mike Woodman, Executive Director *Mike Woodman*
SUBJECT: Amendment 2 to the FY 2021/22 Overall Work Program, Resolution 22-15
DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-15 approving Amendment 2 to the FY 2021/22 Overall Work Program (OWP).

BACKGROUND: Resolution 22-15 approves the changes to the FY 2021/22 OWP work elements and budgets described below:

While completing the year-end financial reports for FY 2020/21, staff determined that FY 2021/22 Budget needed to be adjusted as shown in Table 1, Budget Summary. The need for the adjustments is a result of the final accounting of revenues and expenses in FY 2020/21 and changes in planned expenditures in FY 2021/22 necessitated by the impacts of the COVID-19 pandemic.

- The Regional Transportation Mitigation Fees (RTMF) Funds have increased by approximately \$33,258 from the budgeted amount reflected in Amendment 1, approved on March 17, 2022. The change in fundings is due to additional data collection (traffic counts) to establish a reasonable baseline for establishing the nexus and minor modifications to the NCTC traffic Model were necessary.
- \$70,000 in Regional Surface Transportation Program (RSTP) Funds was added to the Regional Transportation Plan (RTP) update, to increase the budget to approximately \$145,000. NCTC staff released a Request for Proposal (RFP) for the RTP update, which resulted in receiving one proposal, and not securing a consultant. NCTC staff contacted various consultants and it was determined the original budgeted amount was insufficient for the proposal update.
- These adjustments resulted in a total net increase of approximately \$103,258.

**RESOLUTION 22-15
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF AMENDMENT 2 TO THE FY 2021/22 OVERALL WORK PROGRAM

WHEREAS, the Nevada County Transportation Commission (NCTC), through the adoption of Resolution 22-15 approved the FY 2021/22 Overall Work Program (OWP); and

WHEREAS, Section 99233.2 of the California Public Utilities Code provides for the transportation planning agency to utilize up to 3% of the annual Local Transportation Fund revenues for the conduct of the transportation planning and programming process; and

WHEREAS, NCTC has determined it is necessary to amend the OWP budget to accurately reflect activities that have occurred and will occur through the end of the fiscal year; and

WHEREAS, the requirements of the Master Fund Transfer Agreement No. 74A0798 are incorporated by reference as part of the FY 2021/22 OWP.

NOW, THEREFORE, BE IT RESOLVED, that the modifications recommended in the attached memorandum are adopted as Amendment 2 of the FY 2021/22 Overall Work Program.

BE IT FURTHER RESOLVED, that the budget of the FY 2021/22 Overall Work Program is approved as follows:

\$ 795,277.00	Local Transportation Funds (LTF)
\$ 294,000.00	Rural Planning Assistance (RPA) Formula Funds
\$ 18,029.80	Rural Planning Assistance (RPA) Formula Carryover Funds
\$ 125,000.00	Rural Planning Assistance (RPA) Grant Funds
\$ 104,602.15	Rural Planning Assistance (RPA) Grant Carryover Funds
\$ 154,642.48	Regional Transportation Mitigation Fees (RTMF)
\$ 98,124.44	State Transportation Improvement Program (STIP) Planning Funds (PPM)
\$ 15,000.00	ALUC Fees
\$ 70,000.00	Regional Surface Transportation Program (RSTP)
\$ 4,386.00	Local Transportation Funds (LTF) Carryover
\$1,679,061.87	Total Budget FY 2021/22

BE IT FURTHER RESOLVED, that NCTC does hereby allocate 3% of the annual Local Transportation Fund revenues for FY 2021/22 for transportation planning and programming.

BE IT FURTHER RESOLVED, that the Executive Director of NCTC, or his designee, is hereby authorized to apply for grants, sign certifications and assurances, issue Request for Proposals for projects included in the Overall Work Program, and execute agreements to facilitate receipt of revenues and expenditure of funds as set forth in the Overall Work Program, in accordance with NCTC's Administrative Operating Procedures.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022, by the following vote:

Ayes:

Noes:

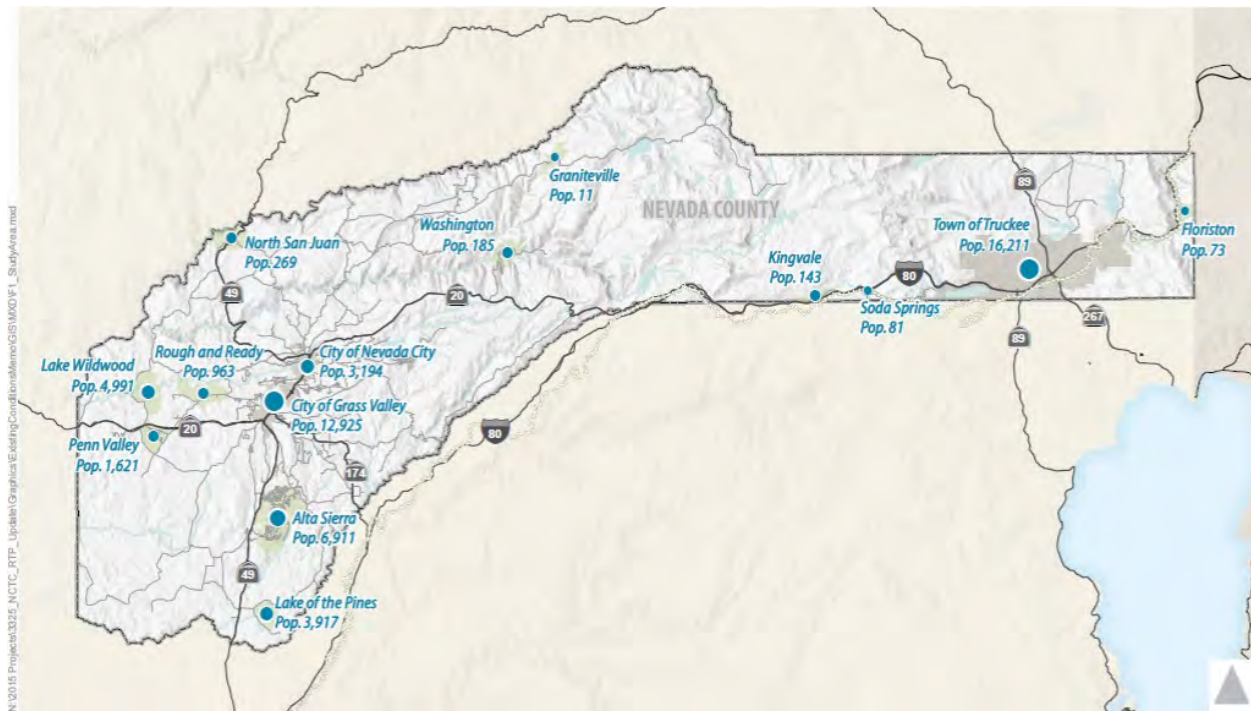
Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

Nevada County Transportation Commission



2021/22 Overall Work Program

May 19, 2021
Amendment 1 – November 17, 2021
Amendment 2 – May 18, 2022

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NEVADA COUNTY TRANSPORTATION COMMISSION

CREATING A BETTER FUTURE BY BUILDING UPON SUCCESSES OF THE PAST



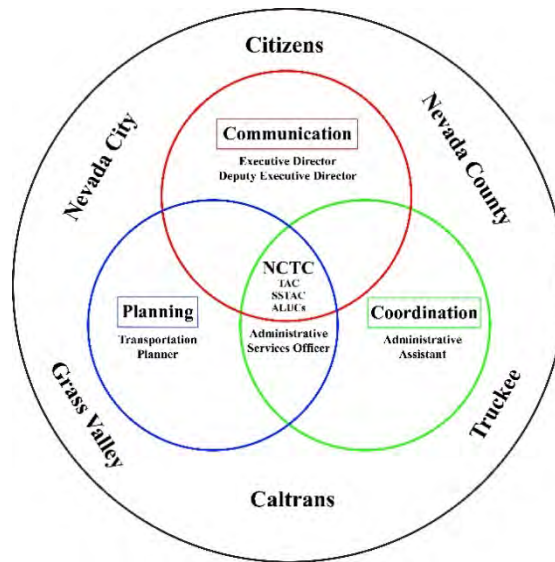
MISSION STATEMENT

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 homeowners 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.
- ◆ In accordance with SB52, NCTC conducts outreach and Tribal Consultation on any projects for which NCTC is lead agency and files a Notice of Preparation, Notice of Mitigated Negative Declaration or Notice of Negative Declaration.
- ◆ Citizens are encouraged to attend and speak at NCTC meetings on any matter included for discussion on the agenda at that meeting. During the COVID-19 restrictions on public gatherings, NCTC meetings and public workshops are held via teleconference (Zoom) and the public is invited to participate.

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 2020/21, Plans, Specifications, and Estimates 2023/24
- Newtown Road Class II/III Bike Lanes, Right-of-Way 2012-2015, construction 2016/17

2021/22 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 2021/22 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 2.1.1	WE 2.2	WE 2.2.1	WE 2.3	WE 2.4	WE 2.4.2	WE 2.4.3	WE 2.4.4
Economic Vitality	X	X	X	X	X	X	X	X		X	
Safety	X		X	X	X	X	X	X	X	X	X
Security	X		X	X	X	X	X	X		X	X
Accessibility	X		X	X	X	X	X	X		X	X
Environment	X		X	X	X	X	X	X		X	X
Connectivity	X		X	X	X	X	X	X	X	X	X
System Management & Operation	X	X	X	X	X	X	X	X	X	X	X
Preservation	X		X	X	X	X	X	X	X	X	X
Resiliency & Reliability	X	X	X	X	X	X	X	X		X	X
Travel & Tourism	X		X	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	\$218,388.52
	LTF Carryover	\$4,279.00
	RTMF	\$5,000.00
Total		\$227,667.52
Expenditures:		
	Staff	\$186,350.92
	Indirect	\$36,316.60
	HR Consulting	\$5,000.00
Total		\$227,667.52

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.

Previous Work:

- Develop and oversee Overall Work Program and annual budgets (LTF)
- 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)

Continuing Work:

- Develop and oversee Overall Work Program and annual budgets (LTF)
- Oversee fiscal and performance audits, as required (LTF)
- Submit RFP, select consultant and draft agreement for fiscal audits (LTF)
- Submit RFP, select consultant and draft agreement for triennial performance audits (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)

Products:

- Closeout FY 2020/21 OWP (Sept 20)
- Manage FY 2021/22 Overall Work Program (July 20-June 21)
- Draft FY 2021/22 Overall Work Program (Mar 21)
- Final FY 2021/22 Overall Work Program (May 21)
- Fiscal and Compliance Audits RFP and agreement (July 21 - Dec 21)

- Triennial Performance Audits RFP and agreement (Sep 21-Mar 22)
- Completed Fiscal and Compliance Audit (Dec 21)
- Completed Triennial Performance Audit (Mar 22)
- State Controller's Annual Report (Dec 21)
- Accounting Reports/Payroll/Payment Authorizations/Tax Reports (Ongoing)
- Financial reports (Monthly)
- Findings of Apportionment (Feb 22)

Budget 1.2

Revenues:		
	LTF	\$350,258.13
Total		\$350,258.13
Expenditures:		
	Staff	\$215,115.75
	Indirect	\$41,922.37
	Fiscal Audits	\$50,000.00
	Triennial Performance Audit	\$43,220.00
Total		\$350,258.13

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

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 and 2.4)
- ✓ Incorporate transit and intermodal facilities, bicycle transportation facilities, and pedestrian walkways in projects where appropriate. (Projects 2.1, 2.2 and 2.3)
- ✓ 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 and 2.3)
- ✓ 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 and 2.3)
- ✓ 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 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: Regional planning and implementation monitoring of the Regional Transportation Plan through the activities listed below.

- 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:

- Update travel demand model to address new Vehicle Miles Traveled (VMT) requirements. (Consultant)
- Development of regional transportation models. (Consultant)
- Development of the Regional Transportation Mitigation Fee program. (Consultant)
- 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.

Continuing Work:

- Monitor implementation of Comprehensive Multimodal Corridor Plan (CMCP) recommendations. (RPA & LTF)
- Solicit input from citizens and transportation stakeholders, including the Native American community, and agencies regarding transportation issues. (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)
- Coordinate with public safety agencies. (RPA & LTF)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

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

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)
- Coordinate with Northern Sierra Air Quality Management District (NSAQMD) and California Air Resources Board (CARB) to assist in development of the Statewide Implementation Plan (SIP) for western Nevada County. (RPA & LTF)
- Review and compare the California State Transportation Agency Draft Climate Action Plan for Transportation Infrastructure (CAPTI) to the RTP policies, regional needs, and projects to determine if the projects align with proposed investment strategies. (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 of state highway projects. (RPA & LTF)
- Identify and analyze issues relating to integration of regional transportation and community goals and objectives in land use, housing, economic development, social welfare and environmental preservation. (RPA & LTF)
- SB743 VMT Forecasting Tool and Web Hosting

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	\$27,315.02
	RPA Formula	\$93,317.52
Total		\$120,632.53
Expenditures:		
	Staff	\$41,894.80
	Indirect	\$13,737.74
	Traffic Engineering	\$25,000.00
	Nevada County	\$7,500.00
	Truckee	\$7,500.00
	Nevada City	\$7,500.00
	Grass Valley	\$7,500.00
	Traffic Counts	\$10,000.00
Total		\$120,632.53

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

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1.1 - Nevada County Regional Transportation Plan Update

Purpose: Update the Nevada County Regional Transportation Plan (RTP) in compliance with California Government Code Section 65041.1. Every Regional Transportation Planning Agency (RTPA) is required by law to prepare a long-range transportation plan to ensure that the region's vision and goals are clearly identified. The long-range plan, known as the RTP, is an important policy document that is based on the unique needs and characteristics of a region, helps shape the region's transportation system, economy, and environment, and communicates the regional transportation vision to the state and federal government. As fundamental building blocks of the State's transportation system, the RTP also supports state goals for transportation, environmental quality, economic growth, and social equity.

Previous Work:

- 2015 Performance Based Regional Transportation Plan.
- Incorporate into the RTP, policies, strategies, programs, and actions that enhance movement of people, goods, services, and information.

Additional/Continuing Work Activities:

- Integrate system safety and security elements into the RTP. (RPA & LTF)
- Review and analyze data from the SR 49 Highway Safety Assessment report to be incorporated into the next update of the Regional Transportation Plan. (RPA & LTF)
- Prepare and distribute a Request for Proposals to qualified consultants.
- Review proposals, select consultant, and execute contract.
- Project Advisory Committee activities. (RPA & STIP)
- Project meetings and coordination. (RPA & STIP)
- Project support and administration of grant. (RPA & STIP)
- Prepare quarterly reports and invoices. (RPA & STIP)
- Project initiation and baseline information/data collection. (RPA & STIP)
- Consultant to update content, graphics, and EIR for update of RTP. (Consultant, PPM)
- Review and confirm RTP goals and objectives. (RPA & STIP)
- Analysis of previous performance measures. (RPA & STIP)
- Identify trends and targets for each performance measure. (RPA & STIP)
- Develop system performance report. (RPA & STIP)
- Prepare forecast of future conditions and needs. (RPA & STIP)
- Identify policies, strategies, and investments that will support attainment of performance targets and desired trends. (RPA & STIP)
- Prepare financial plan regarding implementation of adopted strategies in RTP. (RPA & STIP)
- Prepare media releases and hold public workshops. (RPA & STIP)
- Prepare Draft RTP and environmental documentation. (RPA & STIP)
- Prepare Final RTP and environmental documentation. (RPA & STIP)

Products:

- Scope of Work for RTP update (Nov 2021)
- Request for Proposals for RTP update (Dec 2021)
- Consultant agreement for RTP update (March 2022)
- RTP administrative draft and draft EIR (Nov 2022)
- Draft 2021 Nevada County Regional Transportation Plan (Dec 2022)
- Final 2021 Nevada County Regional Transportation Plan & Addendum EIR (Feb 2023)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1.1 - Regional Transportation Plan (RTP) Update (continued)

Budget 2.1.1

Revenues:		
	RSTP	\$70,000.00
	RPA Formula	\$28,597.48
	STIP PPM	\$75,000.00
Total		\$173,597.48
Expenditures:		
	Staff	\$28,597.48
	Consultant	\$145,000.00
Total		\$173,597.48

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:

- Communicate and coordinate with Caltrans to identify and implement incremental projects to accelerate the safety improvements to the SR 49 corridor between Grass Valley and the Combie/Wolf Road intersection. (RPA & LTF)
- Submission of the 2020 Regional Transportation Improvement Program projects to the CTC
- Monitor planning, design, and construction of improvement projects on SR 49 widening between the Wolf/Combie Road intersection and Grass Valley, to ensure consistency with the adopted Transportation Improvement Program. (RPA & LTF)

Continuing Work:

- Monitor STIP implementation. (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 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 Comprehensive Multimodal Corridor Plan (CMCP). (RPA & LTF)
- Coordinate with Caltrans regarding Interregional Transportation Improvement Program (ITIP) participation in STIP funded projects in Nevada County. (RPA & LTF)
- Preparation and submittal of 2022 Regional Transportation Improvement Program. (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 Comprehensive Multimodal Corridor Plan (Annual)

Budget 2.2

Revenues:		
	RPA Formula	\$48,778.80
	LTF	\$16,596.89
Total		\$65,375.69
Expenditures:		
	Staff	\$48,778.80
	Indirect	\$16,596.89
Total		\$65,375.69

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING

Project 2.2.1 - Regional Transportation Mitigation Fee (RTMF) Program Update

Purpose: The RTMF program was originally adopted in 2001 and last updated in 2016. Since that time, economic and demographic factors have changed significantly. This work effort follows an update of the NCTC Regional Traffic Model and will utilize revised economic and demographic factors to update the RTMF program. Future development within western Nevada County will result in traffic volumes exceeding the capacity of the regional system of roads, streets, and highways as it presently exists. The regional system needs to be improved to accommodate anticipated future growth. The RTMF program will provide additional funds from new development to make improvements to the regional system, complementing other funding sources. The RTMF program is influenced by a variety of market factors that can result in either a shortfall or surplus in the revenue projections. Therefore, the program is scheduled to be reviewed at a minimum of five-year intervals to ensure the integrity of the program.

Previous Work:

- Adoption of updated RTMF program in 2016.

Continuing Work:

- Annual RTMF program reports. (RTMF)
- Prepare and distribute RFP. (RTMF)
- Consultant selection and contract execution. (RTMF)
- Project administration. (RTMF)
- Review demographic and traffic model assumptions. (Consultant/NCTC, RTMF)
- Review and confirm RTMF network. (Consultant/NCTC, RTMF)
- Review and confirm future deficiencies and needs. (Consultant/NCTC, RTMF)
- Update Capital Improvement Program. (Consultant, RTMF)
- Integrate RTMF projects into the RTP and coordinate their implementation. (Consultant/NCTC, RTMF)

Additional Work Activities:

- Project Advisory Committee activities. (RTMF)
- Update Project Cost Estimates. (RTMF)
- Review and update Fee Schedule and Nexus Study. (RTMF)
- Review and update Administrative Manual. (RTMF)
- Review Draft Report. (RTMF)
- Prepare Draft and Final Reports. (Consultant, RTMF)
- Present Final Report to NCTC and local jurisdictions. (Consultant/NCTC, RTMF)

Products:

- Request for Proposals. (Feb 2021)
- Consultant contract. (Mar 2021)
- Working paper on demographic and model assumptions. (Consultant/NCTC) (Mar-Apr 2021)
- Working paper on RTMF network, future needs, deficiencies. (Consultant/NCTC) (Apr 2021)
- Revised Capital Improvement Program. (Consultant/NCTC) (May 2021)
- Updated cost estimates. (Consultant/NCTC) (Jun 2021)
- Draft Report. (Consultant/NCTC) (Jul 2021)
- Updated Administrative Manual. (Consultant/NCTC) (Aug 2021)
- Final Report with updated fees, project schedule, Nexus Study. (Consultant/NCTC) (Nov 2021)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING

Project 2.2.1 – Regional Transportation Mitigation Fee (RTMF) Program Update (continued)

Budget 2.2.1

Revenues:		Total	FY 20/21	FY 21/22
	RTMF	\$161,142.48	\$11,500.00	\$149,642.48
Total		\$161,142.48	\$11,500.00	\$149,642.48
Expenditures:				
	Staff	\$37,884.64	\$1,500.00	\$36,384.64
	Consultant	\$123,257.84	\$10,000.00	\$113,257.84
Total		\$161,142.48	\$11,500.00	\$149,642.48

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. Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).

Previous Work:

- 2021 Western Nevada County Transit Development Plan (Consultant)
- 2021 Nevada County Coordinated Public Transit-Human Services Transportation Plan. (Consultant)
- 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)
- 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)
- Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).

Additional Work Activities:

- Assist in implementation of Transit Development Plans and Nevada County Coordinated Public Transit-Human Services Transportation Plan. (LTF & RPA)
- 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)
- 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)
- Assist transit operators with analysis of impacts due to COVID-19. (LTF & RPA)
- Assist transit operators with feasibility analysis of transit electrification mandate. (LTF & RPA)
- Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).

Products:

- Reports to the Commission regarding staff participation in the transit and paratransit planning processes (Bimonthly)
- Quarterly ridership, expenditure, and revenue reports for each system
- Quarterly operational performance reports for each system
- Bi-monthly minutes of the Accessible Transportation Coalition Initiative-Mobility Action Partners Coalition

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3 – Transit and Paratransit Programs (continued)

Budget 2.3

Revenues:		
	RPA Formula	\$46,384.46
	LTF	\$9,039.54
Total		\$55,423.99
Expenditures:		
	Staff	\$46,384.46
	Indirect	\$9,039.54
Total		\$55,423.99

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.
- 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)

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)
- 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 plan to resubmit grant 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.
- Participate in the preparation of the SR 49 Comprehensive Multimodal Corridor Plan (CMCP). (RPA & LTF)
- Participate on the Project Advisory Committee for the SR 49 Safety Assessment. (RPA & LTF)
- Participate with CalSTA in development and implementation of the Climate Action Plan for Transportation Infrastructure (CAPTI). (RPA & LTF)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning (continued)

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)
- 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	\$70,432.75
	LTF	\$25,160.86
Total		\$95,593.61
Expenditures:		
	Staff	\$68,432.75
	Indirect	\$25,160.86
	Rural Counties Task Force	\$2,000.00
Total		\$95,593.61

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:

- 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)

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. (Ongoing)

Budget 2.4.2

Revenues:		
	LTF	\$18,533.12
	ALUC Fees	\$15,000.00
Total		\$33,533.12
Expenditures:		
	Staff	\$18,533.12
	ALUC Reviews	\$15,000.00
Total		\$33,533.12

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.3 – READY Nevada County – Extreme Climate Event Mobility and Adaptation Plan

Purpose: The primary focus of this project will be to identify the climate-related weaknesses of the transportation system in Nevada County and provide actionable strategies for integration into transportation plans, transportation improvement programs, and emergency response plans for the region. The implementation of these strategies will save lives and reduce the duration and severity of impacts related to the transportation system.

Previous Work:

- Review of emergency preparedness planning documents.
- Prepare and distribute a Request for Proposal to qualified consultants. (LTF)
- Establish Project Technical Advisory Committee (TAC) and manage involvement. (LTF)
- Review proposals, conduct interviews, select consultant, and execute a contract. (LTF)
- Finalize the work program and refine the scope of work. (RPA & LTF)
- Coordinate with the Nevada County Office of Emergency Services regarding mass evacuation planning in relation to wildfires. (RPA & LTF)
- Participate in meetings organized by the Nevada County Office of Emergency Services regarding fire evacuation and fire season preparedness. (RPA & LTF)
- Circulate scope of work to local first responders, fire agencies and the Nevada County Office of Emergency Services staff for review and comments. (RPA & LTF)

Work Activities:

- Identify and Assess Existing Conditions. (Consultant/NCTC, RPA & LTF)
- Conduct Climate Event Debriefing Interviews. (Consultant, RPA & LTF)
- Stakeholder and public outreach to define project parameters, project opportunities and constraints, and present lessons learned from recent events. (Consultant/NCTC, RPA & LTF)
- Enhance communication channels and cross-education of best practices from first responders. (Consultant/NCTC, RPA & LTF)
- Educate and engage citizens, public officials, and diverse and disadvantaged segments of impacted communities. (Consultant/NCTC, RPA & LTF)
- Conduct a climate change vulnerability assessment of the community transportation system in Nevada County. (Consultant/NCTC, RPA & LTF)
- Identify extreme climate event weaknesses/constraints, improvements and strategies to address them. (Consultant/NCTC, RPA & LTF)
- Develop Adaptation Concepts and Alternatives. (Consultant, RPA & LTF)
- Preparation and presentation of draft Adaptation Plan. (Consultant/NCTC, RPA & LTF)
- Modify draft report and prepare final report. (Consultant, RPA & LTF)
- Identify potential funding sources. (Consultant/NCTC, RPA & LTF)
- Project support and administration of grant. (RPA & LTF)

Products:

- Scope of Work. (Aug 20)
- Request for Proposals. (Aug 20)
- Consultant contract. (Nov 20)
- Quarterly Progress Reports. (Dec 20 – Jan 22)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.3 – READY Nevada County – Extreme Climate Event Mobility and Adaptation Plan (continued)

- Technical Memoranda: Demographics and Conditions, Existing Conditions and Coordination of Emergency Services, Onboard Surveys, Stakeholder Interviews, Public Workshops, Strategies to Meet Needs and Prioritization of Alternatives, Recommended Alternatives and Funding Sources. (Nov 20 – Jan 22)
- Draft Report. (Aug 21)
- Final Report and Implementation Schedule. (Nov 21)

Budget 2.4.3

		Total Budget	FY 20/21	FY 21/22
Revenues:				
	STIP Planning PPM	\$10,150.40	\$0.00	\$10,150.40
	RPA Grant Carryover	\$129,758.15	\$25,156.00	\$104,602.15
	RPA Formula Carryover	\$29,729.80	\$11,700.00	\$18,029.80
Total		\$169,638.35	\$36,856.00	\$132,782.35
Expenditures:				
	Staff	\$39,880.20	\$11,700.00	\$28,180.20
	Consultant	\$129,758.15	\$25,156.00	\$104,602.15
Total		\$169,638.35	\$36,856.00	\$132,782.35

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.4 – Rural Counties Task Force Rural Induced Demand Study

Purpose: On behalf of the Rural Counties Task Force, the Nevada County Transportation Commission is managing a study to be conducted by qualified transportation consulting firms in partnership with legal firms with expertise in the California Environmental Quality Act (CEQA) to review the previous research on induced demand, as well as current available data, related guidance documents, and causal factors, to determine the significance and applicability of induced demand on rural highway improvements. In addition, the study will provide recommendations on how to appropriately address induced demand on rural highway improvements, including recommendations for addressing these rural highway improvements in relation to CEQA and recommendations for incorporating the study findings into future updates of state guidance documents.

Work Activities:

- Prepare and distribute a Request for Qualifications to qualified consultants (NCTC, RPA/PPM/LTF)
- Establish Project Selection Committee and Project Advisory Committee (NCTC, RPA/PPM/LTF)
- Review and rank proposals, conduct oral interviews, and finalize consultant ranking (NCTC, RPA/PPM/LTF)
- Select consultant and execute contract (NCTC, RPA/PPM/LTF)
- Finalize the work program and refine scope of work (NCTC/Consultant, RPA/PPM/LTF)
- Project meetings and coordination (NCTC/Consultant, RPA/PPM/LTF)
- Project Advisory Committee activities (NCTC/Consultant, RPA/PPM/LTF)
- Project support and administration of grant (NCTC/Consultant, RPA/PPM/LTF)
- Prepare quarterly reports and invoices (NCTC, RPA/PPM/LTF)
- Project initiation and data collection (NCTC/Consultant, RPA/PPM/LTF)
- Review previous research on induced demand and document findings related to rural highway improvements (NCTC/Consultant, RPA/PPM/LTF)
- Review state guidance documents in relation to induced demand for transportation projects (NCTC/Consultant, RPA/PPM/LTF)
- Review and collect available data on induced demand related to rural highway improvements (NCTC/Consultant, RPA/PPM/LTF)
- Review and document the causal factors related to the induced demand, including a review of their presence on rural highway projects (NCTC/Consultant, RPA/PPM/LTF)
- Determine the significance and applicability of induced demand for roadway improvement projects in various rural corridors (NCTC/Consultant, RPA/PPM/LTF)
- Provide recommendations on how to appropriately address induced demand on rural highway improvements, including recommendations for addressing these rural highway improvements in relation to CEQA and recommendations for incorporating the study findings into future updates of state guidance documents (NCTC/Consultant, RPA/PPM/LTF)
- Develop recommended methodologies and thresholds for each jurisdiction (NCTC/Consultant, RPA/PPM/LTF)
- Prepare Working Papers (NCTC/Consultant, RPA/PPM/LTF)
- Prepare Administrative Draft (NCTC/Consultant, RPA/PPM/LTF)
- Prepare Draft Report (NCTC/Consultant, RPA/PPM/LTF)
- Present Draft Report to the Rural Counties Task Force (NCTC/Consultant, RPA/PPM/LTF)
- Prepare Final Report (NCTC/Consultant, RPA/PPM/LTF)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.4 – Rural Counties Task Force Rural Induced Demand Study (continued)

Products:

- Draft Report (Jan 23)
- Revised Draft Report (April 23)
- Final Report (Jun 23)

Budget 2.4.4

Revenues:		
	RPA Grants	\$125,000.00
	RPA Formula	\$6,489.00
	LTF	\$5,916.50
	STIP Planning PPM	\$1,556.05
Total		\$138,961.55
Expenditures:		
	Staff	\$13,961.55
	Consulting	\$125,000.00
Total		\$138,961.55

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 FY 2021/22

Revenues	Amendment 2	Amendment 1	Difference
	FY 2021/22	FY 2021/22	
LTF Administration	660,000.00	660,000.00	0.00
LTF Planning	135,277.00	135,277.00	0.00
LTF Contingency	0.00	0.00	
Rural Planning Assistance (RPA) <i>Formula</i>	294,000.00	294,000.00	0.00
Rural Planning Assistance (RPA) <i>Formula</i> Carryover	18,029.80	18,029.80	0.00
Rural Planning Assistance (RPA) Grants	125,000.00	125,000.00	0.00
Rural Planning Assistance (RPA) Grants Carryover	104,602.15	104,602.15	0.00
Regional Transportation Mitigation Fees (RTMF)	154,642.48	121,383.64	33,258.84
STIP Planning Funds (PPM)	98,124.44	98,124.44	0.00
ALUC Fees	15,000.00	15,000.00	0.00
Regional Surface Transportation Program (RSTP)	70,000.00	0.00	70,000.00
LTF Carryover	4,386.00	4,386.00	0.00
TOTAL	1,679,061.87	1,575,803.03	103,258.84
Expenditures	Amendment 2	Amendment 1	Difference
	FY 2021/22	FY 2021/22	
Salary	539,987.60	539,987.60	0.00
Benefits	192,626.86	192,626.86	0.00
Direct (Table 2)	668,079.99	564,821.15	103,258.84
Indirect (Table 3)	142,774.00	142,774.00	0.00
Contingency	135,593.42	135,593.42	0.00
TOTAL	1,679,061.87	1,575,803.03	103,258.84

	Estimated	Estimated	Difference
Fund Balance	FY 2021/22	FY 2020/21	
	\$115,331.88	\$119,717.88	(\$4,386.00)

Table 2

Direct Costs Budget FY 2021/22

Work Element		FY 21/22 Amendment 2	FY 21/22 FINAL Amendment 1	Difference	Source
1.1	Human Resources Consulting	\$5,000.00	\$5,000.00	\$0.00	LTF
1.2	Fiscal Auditor	\$50,000.00	\$50,000.00	\$0.00	LTF
1.2	Triennial Performance Audits	\$43,220.00	\$43,220.00	\$0.00	LTF
2.1	Traffic Counts	\$10,000.00	\$10,000.00	\$0.00	LTF, RPA
2.1	Transportation Engineering	\$25,000.00	\$25,000.00	\$0.00	LTF, RPA
2.1	Local Agencies Participation in Regional Planning	\$30,000.00	\$30,000.00	\$0.00	RPA
2.1.1	Regional Transportation Plan Update	\$145,000.00	\$75,000.00	\$70,000.00	PPM, RSTP
2.2.1	RTMF Update	\$113,257.84	\$79,999.00	\$33,258.84	RTMF
2.4	Coordination of Regional Planning	\$2,000.00	\$2,000.00	\$0.00	RPA, LTF
2.4.2	Airport Land Use Commission Planning & Reviews	\$15,000.00	\$15,000.00	\$0.00	ALUC, LTF
2.4.3	READY Nevada County	\$104,602.15	\$104,602.15	\$0.00	RPA
2.4.4	RCTF Rural Induced Demand Study	\$125,000.00	\$125,000.00	\$0.00	RPA
	TOTAL	\$668,079.99	\$564,821.15	\$103,258.84	

Table 3**Indirect Costs Budget FY 2021/22**

ACCT	ITEM	FY 21/22 AMEND 2	FY 21/22 AMEND 1	Variance	Variance %
13.2	Nevada County Auditor/Controller	\$21,800	\$21,800	\$0	0.00%
13.1	Legal Counsel	\$15,000	\$15,000	\$0	0.00%
13.3	TNT/TMA Membership	\$4,125	\$4,125	\$0	0.00%
13.21	Website Update/Maintenance	\$11,500	\$11,500	\$0	0.00%
13.17	Nevada County ERC Membership	\$1,000	\$1,000	\$0	0.00%
	Insurance	\$21,250	\$21,250	\$0	0.00%
1.1	General Liability & Errors and Omissions	\$18,250	\$18,250	\$0	0.00%
1.3	Workers' Compensation	\$3,000	\$3,000	\$0	0.00%
	Office Expenses	\$28,499	\$28,499	\$0	0.00%
2.1	Phones	\$1,500	\$1,500	\$0	0.00%
2.2	Equipment Rental	\$500	\$500	\$0	0.00%
2.3	Records Storage	\$1,200	\$1,200	\$0	0.00%
2.4	Equipment Maintenance Agreements	\$1,000	\$1,000	\$0	0.00%
2.5	Publications/Legal Notices	\$2,500	\$2,500	\$0	0.00%
2.6	Janitorial Services	\$900	\$900	\$0	0.00%
2.7	Payroll Service	\$1,800	\$1,800	\$0	0.00%
2.8	Supplies	\$2,500	\$2,500	\$0	0.00%
2.9	Printing & Reproduction	\$250	\$250	\$0	0.00%
2.10	Subscriptions	\$300	\$300	\$0	0.00%
2.11	Computer Software & Network Maintenance	\$11,579	\$11,579	\$0	0.00%
2.12	Postage	\$150	\$150	\$0	0.00%
2.13	Telework Reimbursement	\$4,320	\$4,320	\$0	0.00%
3	Equipment	\$4,800	\$4,800	\$0	0.00%
	Copier/Printer	\$800	\$800	\$0	0.00%
	Office Furniture	\$500	\$500	\$0	0.00%
	Laptop /Computer	\$3,000	\$3,000	\$0	0.00%
	Miscellaneous	\$500	\$500	\$0	0.00%
5	Training and Conferences	\$1,000	\$1,000	\$0	0.00%
6	Office Lease	\$26,000	\$26,000	\$0	0.00%
7	Utilities	\$3,000	\$3,000	\$0	0.00%
8	Travel - Meals & Lodging	\$750	\$750	\$0	0.00%
9	Travel - Mileage/Fares/Parking	\$1,250	\$1,250	\$0	0.00%
10	Professional & Service Organization:	\$2,800	\$2,800	\$0	0.00%
	TOTAL	\$142,774	\$142,774	\$0	0.00%

Table 4**Revenues - FY 2021/22 OWP**

Work Element		LTF Carryover	RPA Grants	RPA Grant Carryover	RPA Formula	RPA Formula Carryover	21/22 LTF	ALUC Fees	RTMF	STIP Planning PPM	RSTP	TOTAL
1.1	General Services	4,279.00					218,388.52		5,000.00			227,667.52
1.2	TDA Admin.						350,258.13					350,258.13
2.1	Regional Transportation Plan				93,317.52		27,315.02					120,632.53
2.1.1	Regional Transportation Plan Update				28,597.48					75,000.00	70,000.00	173,597.48
2.2	Transportation Improvement Program				48,778.80		16,596.89					65,375.69
2.2.1	RTMF Update								149,642.48			149,642.48
2.3	Transit & Paratransit Programs				46,384.46		9,039.54					55,423.99
2.4	Coordination of Regional Planning				70,432.75		25,160.86					95,593.61
2.4.2	Airport Land Use Commission Planning & Reviews						18,533.12	15,000.00				33,533.12
2.4.3	READY Nevada County			104,602.15		18,029.80				10,150.40		132,782.35
2.4.4	RCTF Rural Induced Demand Study		125,000.00		6,489.00		5,916.50			1,556.05		138,961.55
	Contingency	107.00					124,068.43			11,417.99		135,593.42
	Totals	4,386.00	125,000.00	104,602.15	294,000.00	18,029.80	795,277.00	15,000.00	154,642.48	98,124.44	70,000.00	1,679,061.87

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

Table 5

Expenditures - FY 2021/22

Work Elements		PY	Staff	Indirect	Transportation Engineering	Consulting	Local Agency	Other	Total
1.1	General Services	1.33	186,350.92	36,316.60		5,000.00			227,667.52
1.2	TDA Admin.	1.48	215,115.75	41,922.37				93,220.00 (1)	350,258.13
2.1	Regional Transportation Plan	0.25	41,894.80	13,737.74	25,000.00		40,000.00 (2)		120,632.53
2.1.1	Regional Transportation Plan Update	0.18	28,597.48			145,000.00			173,597.48
2.2	Transportation Improvement Program	0.31	48,778.80	16,596.89					65,375.69
2.2.1	RTMF Update	0.25	36,384.64			113,257.84			149,642.48
2.3	Transit & Paratransit Programs	0.28	46,384.46	9,039.54					55,423.99
2.4	Coordination of Regional Planning	0.41	68,432.75	25,160.86				2,000.00 (3)	95,593.61
2.4.2	Airport Land Use Commission Planning & Reviews	0.12	18,533.12			15,000.00			33,533.12
2.4.3	READY Nevada County	0.19	28,180.20			104,602.15			132,782.35
2.4.4	RCTF Rural Induced Demand Study	0.08	13,961.55			125,000.00			138,961.55
	Contingency							135,593.42	135,593.42
TOTAL		4.87	732,614.46	142,774.00	25,000.00	507,859.99	40,000.00	230,813.42	1,679,061.87

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

Notes:

(1) \$50,000 Fiscal Audit Contract + \$43,220 Triennial Performance Audit

(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 FY 2021/22 Amendment 2 5/18/22

ACCT	ITEM	ALLOCATION
1	Insurance	21,250.00
1.1	General Liability & Errors and Omissions	18,250.00
1.3	Workers' Compensation	3,000.00
2	Office Expenses	28,499.00
2.1	Phones	1,500.00
2.2	Equipment Rental	500.00
2.3	Records Storage	1,200.00
2.4	Equipment Maintenance Agreements	1,000.00
2.5	Publications/Legal Notices	2,500.00
2.6	Janitorial Services - carpets, blinds, interior painting, etc.	900.00
2.7	Payroll Service	1,800.00
2.8	Supplies	2,500.00
2.9	Printing & Reproduction	250.00
2.10	Subscriptions	300.00
2.11	Computer Software & Network Maintenance	11,579.00
2.12	Postage	150.00
2.13	Telework Reimbursement	4,320.00
3	Equipment	4,800.00
5	Training and Conferences	1,000.00
6	Office Lease	26,000.00
7	Utilities	3,000.00
8	Travel - Meals & Lodging	750.00
9	Travel - Mileage/ Fares/ Parking	1,250.00
10	Professional & Service Organizations	2,800.00
	Subtotal Items 1-10	89,349.00
11	Contingency	135,593.42
12	Salaries, Wages, & Benefits	732,614.46
12.1	Executive Director	212,492.03
12.11	Deputy Executive Director	113,847.96
12.2	Administrative Services Officer	140,015.72
12.3	Transportation Planner	133,478.03
12.4	Administrative Assistant	95,773.58
12.8	Temporary Employee	37,007.14
13	Other Services	721,504.99
13.1	Legal Counsel	15,000.00
13.2	Nevada County Auditor/Controller	21,800.00
13.3	TNT/TMA Membership	4,125.00
13.4	Fiscal Audits (WE 1.2)	50,000.00
13.6	Triennial Performance Audits (WE 1.2)	43,220.00
13.7	Traffic Counts (WE 2.1)	10,000.00
13.8	Transportation Engineering (WE 2.1)	25,000.00
13.11a	Local Agencies (WE 2.1)	30,000.00
13.13	Reg. Transp. Mitigation Fee Update (WE 2.2.1)	113,257.84
13.16a	Rural Counties Task Force Membership (WE 2.4)	2,000.00
13.17	Nevada County ERC Membership	1,000.00
13.21	Website Update/Maintenance	11,500.00
13.23	Regional Transportation Plan Update (WE 2.1.1)	145,000.00
13.30	Airport Land Use Commission Project Reviews (WE 2.4.2)	15,000.00
13.48	Human Resources Consulting (WE 1.1)	5,000.00
13.56	READY Nevada County (WE 2.4.3)	104,602.15
13.57	RCTF Rural Induced Demand Study (WE 2.4.4)	125,000.00
	TOTAL Budget Items 1-13	1,679,061.87
	Indirect Costs	
	Accounts 1 through 10	89,349.00
	Legal	15,000.00
	Nevada Co. Auditor/Controller	21,800.00
	TNT/TMA	4,125.00
	Nevada Co. ERC Membership	1,000.00
	Website Update/Maintenance	11,500.00
	Total Indirect Costs	142,774.00
	Calculated Indirect Rate Indirect Cost / Salaries & Benefits	19.49%

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee




MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

File: 1030.0

MEMORANDUM

TO: Nevada County Transportation Commission
 -
 FROM: Mike Woodman, Executive Director 
 SUBJECT: Final FY 2022/23 Overall Work Program, Resolution 22-16
 DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-16 approving the Final FY 2022/23 Overall Work Program (OWP).

BACKGROUND: In finalizing the FY 2022/23 OWP, staff integrated General Comments and Specific Comments from the attached letter from Caltrans District 3 Office of Transportation Planning, dated April 11, 2022.

The City Council of Grass Valley, the City Council of Nevada City, the Town Council of the Town of Truckee, and the Nevada County Board of Supervisors passed resolutions approving the draft OWP as presented.

**RESOLUTION 22-16
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVE THE FINAL FY 2022/23 OVERALL WORK PROGRAM

WHEREAS, California Government Code Section 29532.1(d) identifies the Nevada County Transportation Commission (NCTC) as the designated Regional Transportation Planning Agency (RTPA) for Nevada County; and

WHEREAS, NCTC has developed its FY 2022/23 Overall Work Program (OWP) to meet its responsibilities as a RTPA; and

WHEREAS, the FY 2022/23 OWP incorporates the ten Federal Planning Factors set forth in Title 23 of the United States Code, Section 134(f) into the NCTC planning program; and

WHEREAS, Section 99233.1 of the California Public Utilities Code provides for the transportation planning agency to be allocated funds that are necessary to administer the Transportation Development Act; and

WHEREAS, Section 99233.2 of the California Public Utilities Code provides for the transportation planning agency to utilize up to 3% of the annual revenues for the conduct of the transportation planning and programming process; and

WHEREAS, the requirements of the Master Fund Transfer Agreement No. 74A0798 are incorporated by reference as part of the FY 2022/23 OWP.

NOW, THEREFORE, BE IT RESOLVED, that the Final FY 2022/23 OWP is approved, and the budget of \$1,626,993.94 consisting of the following funds, is adopted:

\$ 882,427.00	Local Transportation Funds (LTF)
\$ 294,000.00	Rural Planning Assistance (RPA) Formula Funds
\$ 125,000.00	Rural Planning Assistance (RPA) Grant Funds
\$ 142,442.50	Regional Transportation Mitigation Fees (RTMF)
\$ 98,124.44	State Transportation Improvement Program (STIP) Planning Funds (PPM)
\$ 15,000.00	Airport Land Use Commission (ALUC)
\$ 70,000.00	Rural Surface Transportation Program (RSTP)
<u>\$1,626,993.94</u>	Total Budget FY 2022/23

BE IT FURTHER RESOLVED, that NCTC does hereby allocate 3% of the annual Local Transportation Fund revenues for FY 2022/23 for transportation planning and programming.

BE IT FURTHER RESOLVED, that the Executive Director of the NCTC is hereby authorized to apply for grants, sign certifications and assurances, and execute agreements to facilitate receipt of revenues and expenditure of funds as set forth in the Overall Work Program in accordance with NCTC's Administrative Operating Procedures.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



RESOLUTION No. 22-163

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING THE NEVADA COUNTY TRANSPORTATION COMMISSION'S FISCAL YEAR 2022/23 OVERALL WORK PROGRAM

WHEREAS, on November 5, 1991, the Board of Supervisors adopted Resolution 91-645, which authorized the Chairman of the Board to execute a Memorandum of Understanding on behalf of the County of Nevada with the Nevada County Transportation Commission relating to regional transportation planning; and

WHEREAS, in accordance with the above referenced Memorandum of Understanding, the Nevada County Transportation Commission has submitted the 2022/23 Overall Work Program for the review and approval of the Board of Supervisors.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Nevada County Board of Supervisors:

1. Acknowledges its approval of the 2022/23 Overall Work Program of the Nevada County Transportation Commission as submitted and attached as Exhibit A.
2. Encourages the Nevada County Transportation Commission to continue its efforts to coordinate the regional transportation planning process and to work closely with staff of the County of Nevada to identify and resolve issues that are of common concern.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 26th day of April, 2022, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Susan K. Hoek and Hardy Bullock.

Noes: None.

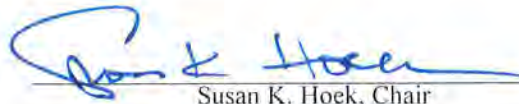
Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER
Clerk of the Board of Supervisors

By: 


Susan K. Hoek, Chair

4/26/2022 cc: DPW*
AC*

RESOLUTION NO. R2022-20

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY
APPROVING THE PROJECTS PROPOSED FOR INCLUSION IN THE NEVADA COUNTY
TRANSPORTATION COMMISSION'S FY 2022/23 OVERALL WORK PROGRAM**

WHEREAS, on October 8, 1991, the Council did adopt Resolution No. 91-172, which authorized the Mayor to execute a Memorandum of Understanding on behalf of the City of Grass Valley with the Nevada County Transportation Commission relating to regional transportation planning; and

WHEREAS, in accordance with the above referenced Memorandum of Understanding, the Nevada County Transportation Commission has submitted the projects to be included in its FY 2021/22 Overall Work Program for the review and approval of the City Council of the City of Grass Valley.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRASS VALLEY:

1. That the City Council hereby acknowledges its approval of the projects proposed for inclusion in the FY 2022/23 Overall Work Program of the Nevada County Transportation Commission as submitted; and
2. That the City Council encourages the Nevada County Transportation Commission to continue its efforts to coordinate the regional transportation planning process and to work closely with the staff of the City of Grass Valley to identify and resolve issues that are of common concern; and
3. That the City Council requests that Nevada County Transportation Commission evaluate funding opportunities for matching funds to allocate towards the S Auburn/Colfax Roundabout Project if the Project's Active Transportation Project grant application is selected for funding.

ADOPTED by the City Council of the City of Grass Valley at a regular meeting held the 10th day of May, 2022, by the following vote:

AYES: Council Member Branstrom, Hodge, Ivey, Arbuckle, & Mayor Aguilar


NOES: NONE

ABSTAIN: NONE

ABSENT: NONE


Ben Aguilar, MAYOR

APPROVED AS TO FORM:


Michael G. Colantuono, CITY ATTORNEY

ATTEST:


Taylor Day, DEPUTY CITY CLERK

RESOLUTION NO. 2022-21

**RESOLUTION APPROVING THE PROJECTS PROPOSED FOR INCLUSION IN
THE NEVADA COUNTY TRANSPORTATION COMMISSION'S FY 2022/23
OVERALL WORK PROGRAM**

WHEREAS, on November 21, 1991, the City Council authorized the Mayor to execute a Memorandum of Understanding on behalf of the City of Nevada City with the Nevada County Transportation Commission relating to regional transportation planning; and

WHEREAS, in accordance with the above referenced Memorandum of Understanding, the Nevada County Transportation Commission has submitted the projects to be included in its FY 2022\23 Overall Work Program for the review and approval of the Council of the City of Nevada City.

BE IT RESOLVED by the City Council of the City of Nevada City, as follows:

1. That the Council hereby acknowledges its approval of the projects proposed for inclusion in the FY 2022/23 Overall Work Program of the Nevada County Transportation Commission as submitted.
2. That the Council encourages the Nevada County Transportation Commission to continue its efforts to coordinate the regional transportation planning process and to work closely with the staff of the City of Nevada City to identify and resolve issues that are of common concern.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Nevada City held on the 23rd day of March, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Duane Strawser, Mayor

Niel Locke, City Clerk

**TOWN OF TRUCKEE
California**

RESOLUTION 2022-14

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TRUCKEE APPROVING THE
WORK ELEMENTS AND ASSOCIATED PROJECTS PROPOSED FOR INCLUSION IN THE
NEVADA COUNTY TRANSPORTATION COMMISSION'S FISCAL YEAR 2022/2023
OVERALL WORK PROGRAM**

WHEREAS, on April 7, 1994, the Truckee Town Council adopted Resolution 94-15, which authorized the Mayor to execute a Memorandum of Understanding on behalf of the Town of Truckee with the Nevada County Transportation Commission (NCTC) relating to regional transportation planning; and

WHEREAS, in accordance with the above-referenced Memorandum of Understanding, the Nevada County Transportation Commission has submitted detailed Work Elements, including projects, to be included in the NCTC FY 2022/23 Overall Work Program for the review and approval of the Town Council.

**NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF TRUCKEE DOES
RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:**

1. That the Town Council acknowledges its approval of the projects proposed for inclusion in the NCTC FY 2022/23 Overall Work Program as submitted.
2. That the Town Council encourages the NCTC to continue its efforts to coordinate the regional transportation planning process and to work closely with Town staff to identify and resolve issues proactively and collaboratively that are of common concern with a focus on transportation solutions that are reduce impacts on the natural environment, enhance residents' quality of life and visitor experience, and support economic vitality.

The foregoing resolution was introduced by Council Member Klovstad, seconded by Vice Mayor Henderson, at a regular meeting of the Truckee Town Council, held on the 12th day of April, 2022 and adopted by the following vote:

AYES: Council Member Polivy, Vice Mayor Klovstad, Mayor Henderson, Council Member Klovstad, and Council Member Zabriskie.


NOES: None.

ABSENT: None.

ATTEST:

DocuSigned by:


Judy Price, MMC, Town Clerk

DocuSigned by:


Courtney Henderson, Mayor

California Department of Transportation

DISTRICT 3
703 B STREET | MARYSVILLE, CA 95901-5556
(530) 741-4233 | FAX (530) 741-4245 TTY 711
www.dot.ca.gov



April 11, 2022

Kena Sannar
Transportation Planner
Nevada County Transportation Commission
101 Providence Mine Rd, Suite 102
Nevada City, CA 95959

Dear Mrs. Sannar,

Thank you for the opportunity to review and comment on the Nevada County Transportation Commission (NCTC) Fiscal Year (FY) 2022/23 Draft Overall Work Program (OWP). Based on our review, the California Department of Transportation (Caltrans) offers the following comments:

General Comments:

- Caltrans commends NCTC for developing a detailed and concise OWP that clearly identifies the goals and priorities of the region.
- Per FHWA's Regional Planning Program Review recommendations, OWPs must better identify the organization responsible for carrying out the tasks within each work element and should be consistent throughout the OWP. To better align with FHWA's recommendation and 23 CFR 450.308(c), NCTC must identify any activities performed by outside agencies, i.e. outside consultants, cities, nonprofits etc.
- Caltrans commends NCTC on its continued outreach efforts to Tribal Governments and Federal Land Management Agencies within the Region. It is recommended that NCTC identify the specific Tribal Governments and Federal Land Management Agencies for consultation within the OWP.
- It is important to note that Work Elements/work tasks which will be completed over multiple years should have a schedule that details and identifies significant milestones to be accomplished throughout the term of the OWP.

Specific Comments:

- **WE 2.2: Transportation Improvement Programs**
 - The approval date for the NCTC's RTIP is not provided. Please provide additional information to reflect the most recently approved RTIP and the date for the next RTIP development.

If you have any questions, please contact Colin Fredrickson at Colin.Fredrickson@dot.ca.gov

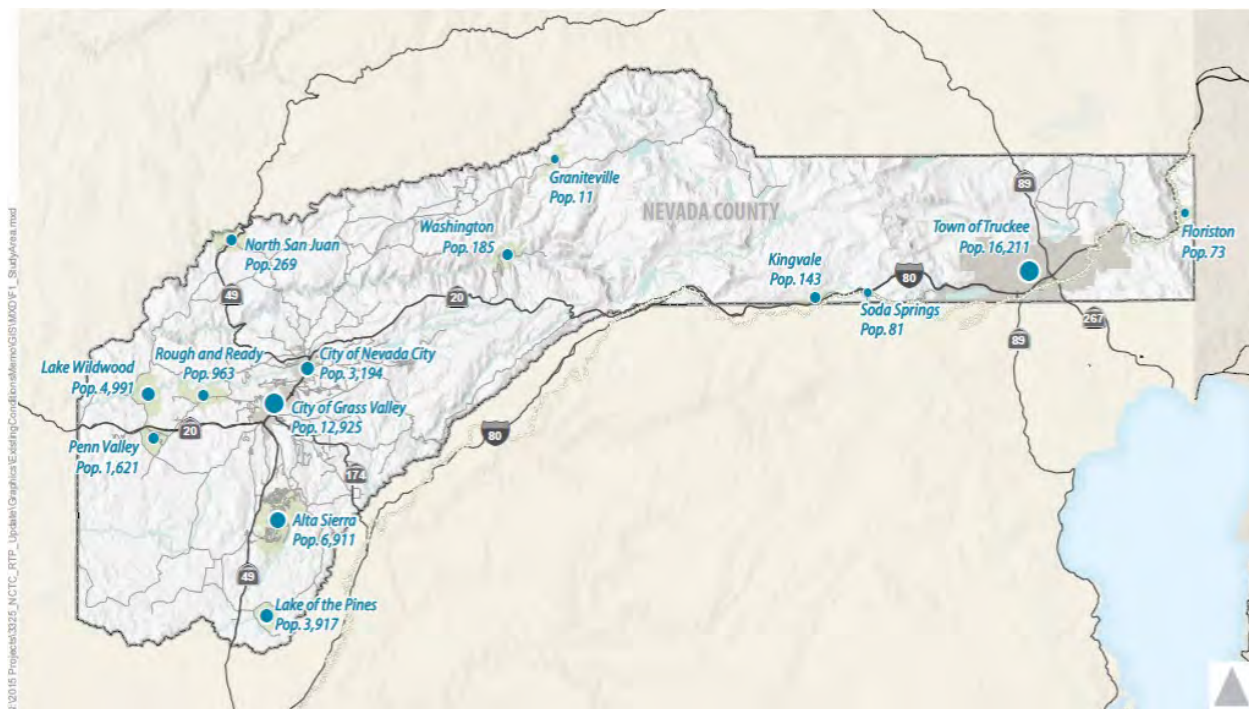
Sincerely,

David Dosanjh

For

Kevin Yount
Branch Chief, Transportation Planning - East
Division of Planning, Local Assistance, and Sustainability

Nevada County Transportation Commission



2022/23 Overall Work Program

Final - May 18, 2022

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NEVADA COUNTY TRANSPORTATION COMMISSION

CREATING A BETTER FUTURE BY BUILDING UPON SUCCESSES OF THE PAST



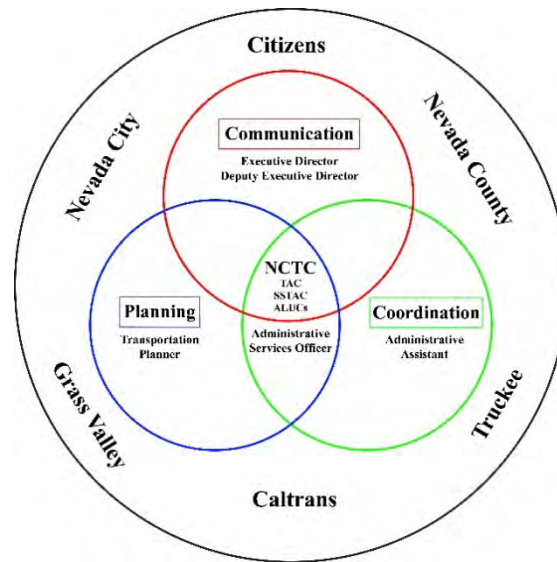
MISSION STATEMENT

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 homeowners 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.
- In accordance with SB52, NCTC conducts outreach and Tribal Consultation on any projects for which NCTC is lead agency and files a Notice of Preparation, Notice of Mitigated Negative Declaration or Notice of Negative Declaration. While there are currently no federally recognized tribes located within Nevada County, NCTC consults with the Native American Heritage Commission to identify Native American tribal organizations with historic or cultural interests regarding lands in Nevada County. These groups include but are not limited to the Nisenan of the Nevada City Rancheria and United Auburn Indian Community (UAIC).
- NCTC consults with USDA Forest Service Tahoe National Forest and Bureau of Land Management.
- Citizens are encouraged to attend and speak at NCTC meetings on any matter included for discussion on the agenda at that meeting. During the COVID-19 restrictions on public gatherings, NCTC meetings and public workshops are held via teleconference (Zoom) and the public is invited to participate.

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 2020/21, Plans, Specifications, and Estimates 2023/24
- Newtown Road Class II/III Bike Lanes, Right-of-Way 2012-2015, construction 2016/17

2021/22 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 2021/22 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 2.1.1	WE 2.2	WE 2.2.1	WE 2.3	WE 2.3.3	WE 2.4	WE 2.4.2	WE 2.4.4
Economic Vitality	X	X	X	X	X	X	X	X	X		
Safety	X		X	X	X	X	X	X	X	X	X
Security	X		X	X	X	X	X	X	X		X
Accessibility	X		X	X	X	X	X	X	X		X
Environment	X		X	X	X	X	X	X	X		X
Connectivity	X		X	X	X	X	X	X	X	X	X
System Management & Operation	X	X	X	X	X	X	X	X	X	X	X
Preservation	X		X	X	X	X	X	X	X	X	X
Resiliency & Reliability	X	X	X	X	X	X	X	X	X		X
Travel & Tourism	X		X	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	\$261,034.37
	RTMF	\$5,000.00
Total		\$266,034.37
Expenditures:		
	Staff	\$222,480.87
	Indirect	\$38,553.49
	Consulting	\$5,000.00
Total		\$266,034.37

Indirect costs are paid with local funds (see Budget Table 5).
Totals may not equal addition of amounts in columns due to rounding.

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.

Previous Work:

- Develop and oversee Overall Work Program and annual budgets (LTF)
- 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)

Continuing Work:

- Develop and oversee Overall Work Program and annual budgets (LTF)
- 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)

Products:

- Closeout FY 2021/22 OWP (Sept 21)
- Manage FY 2022/23 Overall Work Program (July 21-June 22)
- Draft FY 2022/23 Overall Work Program (Mar 22)
- Final FY 2022/23 Overall Work Program (May 22)
- Completed Fiscal and Compliance Audit (May 22)
- Completed Triennial Performance Audit (May 22)
- State Controller's Annual Report (Dec 22)

- Accounting Reports/Payroll/Payment Authorizations/Tax Reports (Ongoing)
- Financial reports (Monthly)
- Findings of Apportionment (Feb 23)

Budget 1.2

Revenues:		
	LTF	\$340,906.51
Total		\$340,906.51
Expenditures:		
	Staff	\$246,662.59
	Indirect	\$42,743.92
	Fiscal Audits	\$51,500.00
Total		\$340,906.51

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 and 2.4)
- ✓ Incorporate transit and intermodal facilities, bicycle transportation facilities, and pedestrian walkways in projects where appropriate. (Projects 2.1, 2.2 and 2.3)
- ✓ 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 and 2.3)
- ✓ 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 and 2.3)
- ✓ 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 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: Regional planning and implementation monitoring of the Regional Transportation Plan through the activities listed below.

- 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:

- Update travel demand model to address new Vehicle Miles Traveled (VMT) requirements. (Consultant)
- Development of regional transportation models. (Consultant)
- Development of the Regional Transportation Mitigation Fee program. (Consultant)
- 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.

Continuing Work:

- Monitor implementation of Comprehensive Multimodal Corridor Plan (CMCP) recommendations. (RPA & LTF)
- Solicit input from citizens and transportation stakeholders, including the Native American community, and agencies regarding transportation issues. (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)
- Coordinate with public safety agencies. (RPA & LTF)
- Local participation in regional planning and updating traffic counts (Grass Valley, Nevada City, Town of Truckee, Nevada County, RPA)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

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

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)
- Coordinate with Northern Sierra Air Quality Management District (NSAQMD) and California Air Resources Board (CARB) to assist in development of the Statewide Implementation Plan (SIP) for western Nevada County. (RPA & LTF)
- Review and compare the California State Transportation Agency Draft Climate Action Plan for Transportation Infrastructure (CAPTI) to the RTP policies, regional needs, and projects to determine if the projects align with proposed investment strategies. (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 of state highway projects. (RPA & LTF)
- Identify and analyze issues relating to integration of regional transportation and community goals and objectives in land use, housing, economic development, social welfare and environmental preservation. (RPA & LTF)
- SB743 VMT Forecasting Tool and Web Hosting. (LTF)
- Analyze climate related impacts to the transportation system and identify strategies to address resiliency. (RPA & LTF)
- Participate in update of Town of Truckee general plan. (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:		
	RPA Formula	\$20,712.63
	LTF	\$81,213.26
	STIP Planning PPM	\$23,124.44
Total		\$125,050.33
Expenditures:		
	Staff	\$43,837.07
	Indirect	\$16,213.26
	Traffic Engineering	\$25,000.00
	Nevada County	\$7,500.00
	Truckee	\$7,500.00
	Nevada City	\$7,500.00
	Grass Valley	\$7,500.00
	Traffic Counts	\$10,000.00
Total		\$125,050.33

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1.1 – Nevada County Regional Transportation Plan Update

Purpose: Update the Nevada County Regional Transportation Plan (RTP) in compliance with California Government Code Section 65041.1. Every Regional Transportation Planning Agency (RTPA) is required by law to prepare a long-range transportation plan to ensure that the region’s vision and goals are clearly identified. The long-range plan, known as the RTP, is an important policy document that is based on the unique needs and characteristics of a region, helps shape the region’s transportation system, economy, and environment, and communicates the regional transportation vision to the state and federal government. As fundamental building blocks of the State’s transportation system, the RTP also supports state goals for transportation, environmental quality, economic growth, and social equity.

Previous Work:

- 2015 Performance Based Regional Transportation Plan.
- Incorporate into the RTP, policies, strategies, programs, and actions that enhance movement of people, goods, services, and information.

Additional/Continuing Work Activities:

- Integrate system safety and security elements into the RTP. (NCTC/Consultant, RPA)
- Review and analyze data from the SR 49 Highway Safety Assessment report to be incorporated into the next update of the Regional Transportation Plan. (NCTC/Consultant, RPA)
- Prepare and distribute a Request for Proposals to qualified consultants. (NCTC, RPA)
- Review proposals, select consultant, and execute contract. (NCTC, RPA)
- Project Advisory Committee activities. (NCTC/Consultant, RPA & STIP)
- Project meetings and coordination. (NCTC/Consultant, RPA & STIP)
- Project support and administration of grant. (NCTC/Consultant, RPA & STIP)
- Prepare quarterly reports and invoices. (NCTC, RPA & STIP)
- Project initiation and baseline information/data collection. (NCTC/Consultant, RPA & STIP)
- Consultant to update content, graphics, and EIR for update of RTP. (NCTC/Consultant, PPM)
- Review and confirm RTP goals and objectives. (NCTC/Consultant, RPA & STIP)
- Analysis of previous performance measures. (NCTC/Consultant, RPA & STIP)
- Identify trends and targets for each performance measure. (NCTC/Consultant, RPA & STIP)
- Develop system performance report. (NCTC/Consultant, RPA & STIP)
- Prepare forecast of future conditions and needs. (NCTC/Consultant, RPA & STIP)
- Identify policies, strategies, and investments that will support attainment of performance targets and desired trends. (NCTC/Consultant, RPA & STIP)
- Prepare financial plan regarding implementation of adopted strategies in RTP. (NCTC/Consultant, RPA & STIP)
- Prepare media releases and hold public workshops. (NCTC/Consultant, RPA & STIP)
- Prepare Draft RTP and environmental documentation. (Consultant, RPA & STIP)
- Prepare Final RTP and environmental documentation. (Consultant, RPA & STIP)

Products:

- Consultant agreement for RTP update (July 2022)
- RTP administrative draft and draft EIR (March 2023)
- Draft 2040 Nevada County Regional Transportation Plan (June 2023)
- Final 2040 Nevada County Regional Transportation Plan & Addendum EIR (Aug 2023)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1.1 – Nevada County Regional Transportation Plan (RTP) Update (continued)

Budget 2.1.1

Revenues:		
	RPA Formula	\$49,724.89
	STIP PPM	\$75,000.00
	RSTP	\$70,000.00
Total		\$194,724.89
Expenditures:		
	Staff	\$49,724.89
	Consultant	\$145,000.00
Total		\$194,724.89

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:

- Communicate and coordinate with Caltrans to identify and implement incremental projects to accelerate the safety improvements to the SR 49 corridor between Grass Valley and the Combie/Wolf Road intersection. (RPA & LTF)
- Submission of the 2020 Regional Transportation Improvement Program projects to the CTC
- Monitor planning, design, and construction of improvement projects on SR 49 widening between the Wolf/Combie Road intersection and Grass Valley, to ensure consistency with the adopted Transportation Improvement Program. (RPA & LTF)
- 2022 RTIP adoption November 17, 2021 (PPM & LTF)

Continuing Work:

- Monitor STIP implementation. (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 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 Comprehensive Multimodal Corridor Plan (CMCP). (RPA & LTF)
- Coordinate with Caltrans regarding Interregional Transportation Improvement Program (ITIP) participation in STIP funded projects in Nevada County. (RPA & LTF)
- Preparation and submittal of 2022 Regional Transportation Improvement Program. (RPA & LTF)
- Begin preparation of draft 2024 RTIP - October 2023 (PPM & LTF)
- Public hearing and adoption of 2024 RTIP - November 2023 (PPM & LTF)
- Submittal of 2024 RTIP to the CTC - December 2023 (PPM & LTF)
- Review consistency of future RTIP projects with the Climate Action Plan for Transportation Infrastructure and California Transportation Plan 2050 (PPM & 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 Comprehensive Multimodal Corridor Plan (Annual)

Budget 2.2

Revenues:		
	RPA Formula	\$29,130.76
	LTF	\$9,238.98
Total		\$38,369.73
Expenditures:		
	Staff	\$29,130.76
	Indirect	\$9,238.98
Total		\$38,369.73

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

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING

Project 2.2.1 - Regional Transportation Mitigation Fee (RTMF) Program Update

Purpose: The RTMF program was originally adopted in 2001 and last updated in 2016. Since that time, economic and demographic factors have changed significantly. This work effort follows an update of the NCTC Regional Traffic Model and will utilize revised economic and demographic factors to update the RTMF program. Future development within western Nevada County will result in traffic volumes exceeding the capacity of the regional system of roads, streets, and highways as it presently exists. The regional system needs to be improved to accommodate anticipated future growth. The RTMF program will provide additional funds from new development to make improvements to the regional system, complementing other funding sources. The RTMF program is influenced by a variety of market factors that can result in either a shortfall or surplus in the revenue projections. Therefore, the program is scheduled to be reviewed at a minimum of five-year intervals to ensure the integrity of the program.

Previous Work:

- Adoption of updated RTMF program in 2016.

Continuing Work:

- Annual RTMF program reports. (RTMF)
- Prepare and distribute RFP. (RTMF)
- Consultant selection and contract execution. (RTMF)
- Project administration. (RTMF)
- Review demographic and traffic model assumptions. (Consultant/NCTC, RTMF)
- Review and confirm RTMF network. (Consultant/NCTC, RTMF)
- Review and confirm future deficiencies and needs. (Consultant/NCTC, RTMF)
- Update Capital Improvement Program. (Consultant, RTMF)
- Integrate RTMF projects into the RTP and coordinate their implementation. (Consultant/NCTC, RTMF)

Additional Work Activities:

- Project Advisory Committee activities. (RTMF)
- Update Project Cost Estimates. (RTMF)
- Review and update Fee Schedule and Nexus Study. (RTMF)
- Review and update Administrative Manual. (RTMF)
- Review Draft Report. (RTMF)
- Prepare Draft and Final Reports. (Consultant, RTMF)
- Present Final Report to NCTC and local jurisdictions. (Consultant/NCTC, RTMF)

Products:

- Request for Proposals. (Mar 2021)
- Consultant contract. (May 2021)
- Working paper on demographic and model assumptions. (Consultant/NCTC) (May 2022)
- Working paper on RTMF network, future needs, deficiencies. (Consultant/NCTC) (June 2022)
- Revised Capital Improvement Program. (Consultant/NCTC) (July 2022)
- Updated cost estimates. (Consultant/NCTC) (Aug 2022)
- Draft Report. (Consultant/NCTC) (Oct 2022)
- Updated Administrative Manual. (Consultant/NCTC) (Oct 2022)
- Final Report with updated fees, project schedule, Nexus Study. (Consultant/NCTC) (Nov 2022)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING

Project 2.2.1 – Regional Transportation Mitigation Fee (RTMF) Program Update (continued)

Budget 2.2.1

Revenues:		FY 22/23
	RTMF	\$137,442.50
Total		\$137,442.50
Expenditures:		
	Staff	\$24,184.66
	Consultant	\$113,257.84
Total		\$137,442.50

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. Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).

Previous Work:

- 2021 Western Nevada County Transit Development Plan (Consultant)
- 2021 Nevada County Coordinated Public Transit-Human Services Transportation Plan. (Consultant)
- 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)
- 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)
- Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).

Additional Work Activities:

- Assist in implementation of Transit Development Plans and Nevada County Coordinated Public Transit-Human Services Transportation Plan. (LTF & RPA)
- 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)
- 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)
- Assist transit operators with analysis of impacts due to COVID-19. (LTF & RPA)
- Assist transit operators with feasibility analysis of transit electrification mandate. (LTF & RPA)
- Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).

Products:

- Reports to the Commission regarding staff participation in the transit and paratransit planning processes (Bimonthly)
- Quarterly ridership, expenditure, and revenue reports for each system
- Quarterly operational performance reports for each system
- Bi-monthly minutes of the Accessible Transportation Coalition Initiative-Mobility Action Partners Coalition

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3 – Transit and Paratransit Programs (continued)

Budget 2.3

Revenues:		
	RPA Formula	\$45,008.38
	LTF	\$14,929.36
Total		\$59,937.74
Expenditures:		
	Staff	\$45,008.38
	Indirect	\$14,929.36
Total		\$59,937.74

Project 2.3.3 - Eastern Nevada County Transit Development Plan Update

Purpose: To update the Five-Year Transit Development Plan (TDP) for eastern Nevada County. This project will guide the growth of services over the next five years and will be accomplished through the following activities:

Previous Work:

- Eastern Nevada County TDP Update, 2017.
- Triennial Performance Audits.
- Nevada County Coordinated Public Transit-Human Services Transportation Plan, 2020.

Additional Work Activities:

- Prepare and distribute a Request for Proposal to qualified consultants. (NCTC, Grant/RPA)
- Review proposal, select consultant, and execute a contract. (NCTC, Grant/RPA)
- Finalize the work program and refine the scope of work. (NCTC/Consultant, Grant/RPA)
- Project initiation and data collection. (NCTC/Consultant, Grant/RPA)
- Assess transit needs. (NCTC/Consultant, Grant/RPA)
- Assess current transit services. (NCTC/Consultant, Grant/RPA)
- Analyze transit demand. (NCTC/Consultant, Grant/RPA)
- Analyze and incorporate information from the Town of Truckee micro-transit feasibility study. (NCTC/ Consultant, Grant/RPA)
- Develop transit service alternatives (including consideration of services provided through a regional cooperative process). (NCTC/Consultant, Grant/RPA)
- Develop capital, financial, management, marketing alternatives. (NCTC/Consltnt, Grant/RPA)
- Preparation and presentation of draft TDP. (NCTC/Consultant, Grant/RPA)
- Modify draft TDP and prepare final plan. (NCTC/Consultant, Grant/RPA)
- Project meetings and coordination. (NCTC/Consultant, Grant/RPA)
- Project Advisory Committee (PAC) activities. (NCTC/Consultant, Grant/RPA)
- Public outreach activities. (NCTC/Consultant, Grant/RPA)
- Project support and administration of grant. (NCTC/Consultant, Grant/RPA)

Products:

- Scope of Work. (Mar 22)
- Request for Proposals. (Apr 22)
- Consultant contract. (Jul 22)
- Technical Memoranda. (Nov-Dec 22)
- Draft Report. (Mar 23)
- Final Report. (May 23)

Budget 2.3.3

Revenues:		
	RPA Formula	\$41,144.59
	LTF	\$75,000.00
Total		\$116,144.59
Expenditures:		
	Staff	\$41,144.59
	Consulting	\$75,000.00
Total		\$116,144.59

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.
- 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)

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)
- Coordination with the Nevada County Economic Resource Council. (RPA & LTF)
- Monitor legislation that impacts transportation planning. (LTF)
- Monitor planning efforts in Grass Valley, Nevada City, Nevada County, 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)
- Maintain formal consultation with the U.S Forest Service and Bureau of Land Management. (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 plan to resubmit grant 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.
- Participate in the preparation of the SR 49 Comprehensive Multimodal Corridor Plan (CMCP). (RPA & LTF)
- Participate on the Project Advisory Committee for the SR 49 Safety Assessment. (RPA & LTF)
- Participate with CalSTA in development and implementation of the Climate Action Plan for Transportation Infrastructure (CAPTI). (RPA & LTF)
- Participate with PCTPA and Caltrans to develop update of Sacramento to Reno Passenger Rail Service Planning Study – Truckee/Tahoe/Reno (RPA & LTF)
- Coordinate with California State Association of Counties and Rural County Representatives of California regarding transportation policy (RPA & LTF)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning (continued)

Products:

- Reports regarding participation in regional coordination activities (e.g. Zero Traffic Fatalities Task Force, Critical Freight Corridors Working Group, ITSP Workshops, Sacramento to Reno Passenger Rail Service Planning Study – Truckee/Tahoe/Reno, and Critical Freight Corridors Working Group). (Bimonthly)
- Reports on coordination with the Nevada County Economic Resource Council. (Bimonthly)
- 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	\$72,298.33
	LTF	\$30,897.98
Total		\$103,196.31
Expenditures:		
	Staff	\$72,298.33
	Indirect	\$23,897.98
	Rural Counties Task Force	\$2,000.00
	PCTPA	\$5,000.00
Total		\$103,196.31

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:

- 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)

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. (Ongoing)

Budget 2.4.2

Revenues:		
	LTF	\$19,406.51
	ALUC Fees	\$15,000.00
Total		\$34,406.51
Expenditures:		
	Staff	\$19,406.51
	ALUC Reviews	\$15,000.00
Total		\$34,406.51

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.4 – Rural Counties Task Force Rural Induced Demand Study

Purpose: On behalf of the Rural Counties Task Force, the Nevada County Transportation Commission is managing a study to be conducted by qualified transportation consulting firms in partnership with legal firms with expertise in the California Environmental Quality Act (CEQA) to review the previous research on induced demand, as well as current available data, related guidance documents, and causal factors, to determine the significance and applicability of induced demand on rural highway improvements. In addition, the study will provide recommendations on how to appropriately address induced demand on rural highway improvements, including recommendations for addressing these rural highway improvements in relation to CEQA and recommendations for incorporating the study findings into future updates of state guidance documents.

Work Activities:

- Prepare and distribute a Request for Qualifications to qualified consultants (NCTC, RPA, PPM, LTF)
- Establish Project Selection Committee and Project Advisory Committee (NCTC, RPA, PPM, LTF)
- Review and rank proposals, conduct oral interviews, and finalize consultant ranking (NCTC, RPA, PPM, LTF)
- Select consultant and execute contract (NCTC, RPA, PPM, LTF)
- Finalize the work program and refine scope of work (NCTC/Consultant, RPA, PPM, LTF)
- Project meetings and coordination (NCTC/Consultant, RPA, PPM, LTF)
- Project Advisory Committee activities (NCTC/Consultant, RPA, PPM, LTF)
- Project support and administration of grant (NCTC/Consultant, RPA, PPM, LTF)
- Prepare quarterly reports and invoices (NCTC, RPA, PPM, LTF)
- Project initiation and data collection (NCTC/Consultant, RPA, PPM, LTF)
- Review previous research on induced demand and document findings related to rural highway improvements (NCTC/Consultant, RPA, PPM, LTF)
- Review state guidance documents in relation to induced demand for transportation projects (NCTC/Consultant, RPA, PPM, LTF)
- Review and collect available data on induced demand related to rural highway improvements (NCTC/Consultant, RPA, PPM, LTF)
- Review and document the causal factors related to the induced demand, including a review of their presence on rural highway projects (NCTC/Consultant, RPA, PPM, LTF)
- Determine the significance and applicability of induced demand for roadway improvement projects in various rural corridors (NCTC/Consultant, RPA, PPM, LTF)
- Provide recommendations on how to appropriately address induced demand on rural highway improvements, including recommendations for addressing these rural highway improvements in relation to CEQA and recommendations for incorporating the study findings into future updates of state guidance documents (NCTC/Consultant, RPA, PPM, LTF)
- Develop recommended methodologies and thresholds for each jurisdiction (NCTC/Consultant, RPA, PPM, LTF)
- Prepare Working Papers (NCTC/Consultant, RPA, PPM, LTF)
- Prepare Administrative Draft (NCTC/Consultant, RPA, PPM, LTF)
- Prepare Draft Report (NCTC/Consultant, RPA, PPM, LTF)
- Present Draft Report to the Rural Counties Task Force (NCTC/Consultant, RPA, PPM, LTF)
- Prepare Final Report (NCTC/Consultant, RPA, PPM, LTF)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.4 – Rural Counties Task Force Rural Induced Demand Study (continued)

Products:

- Draft Report (Jan 23)
- Revised Draft Report (April 23)
- Final Report (Jun 23)

Budget 2.4.4

Revenues:		
	RPA Grants	\$125,000.00
	RPA Formula	\$35,980.43
	LTF	\$10,222.95
Total		\$171,203.38
Expenditures:		
	Staff	\$46,203.38
	Consulting	\$125,000.00
Total		\$171,203.38

WORK ELEMENT 3 - CALTRANS ACTIVITIES WITH NCTC FOR FY 2022/23

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"> • Rural Counties Task Force Rural Induced Demand Study • SR 49 CSMP Update • Assisting with SR 49 TCEP, SCCP, RAISE, Rural Surface Transportation Program Grant Applications • Oversight 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 FY 2022/23

Revenues	Final	Draft	Difference
	FY 2022/23	FY 2022/23	
LTF Administration	693,022.92	732,600.00	-39,577.08
LTF Planning	149,827.00	149,827.00	0.00
LTF Contingency	39,577.08		
Rural Planning Assistance (RPA) <i>Formula</i>	294,000.00	294,000.00	0.00
Rural Planning Assistance (RPA) <i>Formula</i> Carryover	0.00	0.00	0.00
Rural Planning Assistance (RPA) Grants	125,000.00	125,000.00	0.00
Rural Planning Assistance (RPA) Grants Carryover	0.00	0.00	0.00
Regional Transportation Mitigation Fees (RTMF)	142,442.50	109,183.66	33,258.84
STIP Planning Funds (PPM)	98,124.44	98,124.44	0.00
ALUC Fees	15,000.00	15,000.00	0.00
Regional Surface Transportation Program (RSTP)	70,000.00	0.00	70,000.00
LTF Carryover	0.00	0.00	0.00
TOTAL	1,626,993.94	1,523,735.10	63,681.76
Expenditures	Final	Draft	Difference
	FY 2022/23	FY 2022/23	
Salary	621,687.04	621,687.04	0.00
Benefits	218,394.98	218,394.98	0.00
Direct (Table 2)	601,757.84	538,076.08	63,681.76
Indirect (Table 3)	145,577.00	145,577.00	0.00
Contingency	39,577.08	0.00	39,577.08
TOTAL	1,626,993.94	1,523,735.10	103,258.84

	Estimated	Estimated	Difference
Fund Balance	FY 2022/23	FY 2021/22	
	\$171,212.00	\$171,212.00	\$0.00

Table 2

Direct Costs Budget FY 2022/23

Work Element		FINAL FY 22/23	DRAFT FY 22/23	Difference	Source
1.1	Human Resources Consulting	\$5,000.00	\$5,000.00	\$0.00	LTF
1.2	Fiscal Auditor	\$51,500.00	\$51,500.00	\$0.00	LTF
2.1	Traffic Counts	\$10,000.00	\$10,000.00	\$0.00	RPA, LTF, PPM
2.1	Transportation Engineering	\$25,000.00	\$25,000.00	\$0.00	LTF, PPM
2.1	Local Agencies Participation in Regional Planning	\$30,000.00	\$30,000.00	\$0.00	RPA, LTF, PPM
2.1.1	Regional Transportation Plan Update	\$145,000.00	\$119,577.08	\$25,422.92	RPA, PPM
2.2.1	RTMF Update	\$113,257.84	\$79,999.00	\$33,258.84	RTMF
2.3.3	Eastern Nevada County Transit Development Plan	\$75,000.00	\$75,000.00	\$0.00	RPA, LTF
2.4	Coordination of Regional Planning	\$7,000.00	\$2,000.00	\$5,000.00	RPA, LTF
2.4.2	Airport Land Use Commission Planning & Reviews	\$15,000.00	\$15,000.00	\$0.00	ALUC, LTF
2.4.4	RCTF Rural Induced Demand Study	\$125,000.00	\$125,000.00	\$0.00	RPA
	TOTAL	\$601,757.84	\$538,076.08	\$63,681.76	

Table 3**Indirect Costs Budget FY 2022/23**

ACCT	ITEM	FINAL FY 22/23	DRAFT FY 22/23	Variance	Variance %
13.2	Nevada County Auditor/Controller	\$21,800	\$21,800	\$0	0.00%
13.1	Legal Counsel	\$15,000	\$15,000	\$0	0.00%
13.3	TNT/TMA Membership	\$4,125	\$4,125	\$0	0.00%
13.21	Website Update/Maintenance	\$11,500	\$11,500	\$0	0.00%
13.17	Nevada County ERC Membership	\$1,000	\$1,000	\$0	0.00%
	Insurance	\$21,750	\$21,750	\$0	0.00%
1.1	General Liability & Errors and Omissions	\$18,250	\$18,250	\$0	0.00%
1.3	Workers' Compensation	\$3,500	\$3,500	\$0	0.00%
	Office Expenses	\$28,802	\$28,802	\$0	0.00%
2.1	Phones	\$1,500	\$1,500	\$0	0.00%
2.2	Equipment Rental	\$500	\$500	\$0	0.00%
2.3	Records Storage	\$1,250	\$1,250	\$0	0.00%
2.4	Equipment Maintenance Agreements	\$1,000	\$1,000	\$0	0.00%
2.5	Publications/Legal Notices	\$2,500	\$2,500	\$0	0.00%
2.6	Janitorial Services	\$900	\$900	\$0	0.00%
2.7	Payroll Service	\$1,800	\$1,800	\$0	0.00%
2.8	Supplies	\$2,500	\$2,500	\$0	0.00%
2.9	Printing & Reproduction	\$250	\$250	\$0	0.00%
2.10	Subscriptions	\$300	\$300	\$0	0.00%
2.11	Computer Software & Network Maintenance	\$12,652	\$12,652	\$0	0.00%
2.12	Postage	\$150	\$150	\$0	0.00%
2.13	Telework Reimbursement	\$3,500	\$3,500	\$0	0.00%
3	Equipment	\$4,800	\$4,800	\$0	0.00%
	Copier/Printer	\$800	\$800	\$0	0.00%
	Office Furniture	\$500	\$500	\$0	0.00%
	Laptop /Computer	\$3,000	\$3,000	\$0	0.00%
	Miscellaneous	\$500	\$500	\$0	0.00%
5	Training and Conferences	\$1,000	\$1,000	\$0	0.00%
6	Office Lease	\$28,000	\$28,000	\$0	0.00%
7	Utilities	\$3,000	\$3,000	\$0	0.00%
8	Travel - Meals & Lodging	\$750	\$750	\$0	0.00%
9	Travel - Mileage/Fares/Parking	\$1,250	\$1,250	\$0	0.00%
10	Professional & Service Organization	\$2,800	\$2,800	\$0	0.00%
	TOTAL	\$145,577	\$145,577	\$0	0.00%

Table 4

Revenues - FY 2022/23 OWP

	Work Element	LTF Carryover	RPA Grants	RPA Grant Carryover	RPA Formula	RPA Formula Carryover	22/23 LTF	ALUC Fees	RTMF	STIP Planning PPM	RSTP	TOTAL
1.1	General Services	0.00					261,034.37		5,000.00			266,034.37
1.2	TDA Admin.						340,906.51					340,906.51
2.1	Regional Transportation Plan	0.00			20,712.63		81,213.26			23,124.44		125,050.33
2.1.1	Regional Transportation Plan Update				49,724.89					75,000.00	70,000.00	194,724.89
2.2	Transportation Improvement Program				29,130.76		9,238.98					38,369.73
2.2.1	RTMF Update								137,442.50			137,442.50
2.3	Transit & Paratransit Programs				45,008.38		14,929.36					59,937.74
2.3.3	Eastern Nevada County Transit Development Plan				41,144.59		75,000.00					116,144.59
2.4	Coordination of Regional Planning				72,298.33		30,897.98					103,196.31
2.4.2	Airport Land Use Commission Planning & Reviews						19,406.51	15,000.00				34,406.51
2.4.4	RCTF Rural Induced Demand Study		125,000.00		35,980.43		10,222.95					171,203.38
	Contingency						39,577.08					39,577.08
	Totals	0.00	125,000.00	0.00	294,000.00	0.00	882,427.00	15,000.00	142,442.50	98,124.44	70,000.00	1,626,993.95

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

Table 5**Expenditures - FY 2022/23**

Work Elements		PY	Staff	Indirect	Transportation Engineering	Consulting	Local Agency	Other	Total
1.1	General Services	1.55	222,480.87	38,553.49		5,000.00			266,034.37
1.2	TDA Admin.	1.60	246,662.59	42,743.92				51,500.00 (1)	340,906.51
2.1	Regional Transportation Plan	0.25	43,837.07	16,213.26	25,000.00		40,000.00 (2)		125,050.33
2.1.1	Regional Transportation Plan Update	0.29	49,724.89			145,000.00			194,724.89
2.2	Transportation Improvement Program	0.15	29,130.76	9,238.98					38,369.73
2.2.1	RTMF Update	0.15	24,184.66			113,257.84			137,442.50
2.3	Transit & Paratransit Programs	0.24	45,008.38	14,929.36					59,937.74
2.3.3	Eastern Nevada County Transit Development Plan	0.24	41,144.59			75,000.00			116,144.59
2.4	Coordination of Regional Planning	0.39	72,298.33	23,897.98				7,000.00 (3)	103,196.31
2.4.2	Airport Land Use Commission Planning & Reviews	0.12	19,406.51			15,000.00			34,406.51
2.4.4	RCTF Rural Induced Demand Study	0.26	46,203.38			125,000.00			171,203.38
	Contingency							39,577.08	39,577.08
TOTAL		5.25	840,082.02	145,577.00	25,000.00	478,257.84	40,000.00	98,077.08	1,626,993.94

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

Notes:

(1) \$51,500 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 and \$5000 PCTPA Rail Study

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

Table 6 Budget Detail FY 2022/23 Final May 2022

ACCT	ITEM	ALLOCATION
1	Insurance	21,750.00
1.1	General Liability & Errors and Omissions	18,250.00
1.3	Workers' Compensation	3,500.00
2	Office Expenses	28,802.00
2.1	Phones	1,500.00
2.2	Equipment Rental	500.00
2.3	Records Storage	1,250.00
2.4	Equipment Maintenance Agreements	1,000.00
2.5	Publications/Legal Notices	2,500.00
2.6	Janitorial Services - carpets, blinds, interior painting, etc.	900.00
2.7	Payroll Service	1,800.00
2.8	Supplies	2,500.00
2.9	Printing & Reproduction	250.00
2.10	Subscriptions	300.00
2.11	Computer Software & Network Maintenance	12,652.00
2.12	Postage	150.00
2.13	Telework Reimbursement	3,500.00
3	Equipment	4,800.00
5	Training and Conferences	1,000.00
6	Office Lease	28,000.00
7	Utilities	3,000.00
8	Travel - Meals & Lodging	750.00
9	Travel - Mileage/ Fares/ Parking	1,250.00
10	Professional & Service Organizations	2,800.00
	Subtotal Items 1-10	92,152.00
11	Contingency	39,577.08
12	Salaries, Wages, & Benefits	840,082.02
12.1	Executive Director	222,186.84
12.11	Deputy Executive Director	194,052.58
12.2	Administrative Services Officer	146,248.23
12.3	Transportation Planner	140,860.32
12.4	Administrative Assistant	99,838.91
12.8	Temporary Employee	36,895.14
13	Other Services	655,182.84
13.1	Legal Counsel	15,000.00
13.2	Nevada County Auditor/Controller	21,800.00
13.3	TNT/TMA Membership	4,125.00
13.4	Fiscal Audits (WE 1.2)	51,500.00
13.6	Triennial Performance Audits (WE 1.2)	0.00
13.7	Traffic Counts (WE 2.1)	10,000.00
13.8	Transportation Engineering (WE 2.1)	25,000.00
13.11a	Local Agencies (WE 2.1)	30,000.00
13.13	Reg. Transp. Mitigation Fee Update (WE 2.2.1)	113,257.84
13.16a	Rural Counties Task Force Membership (WE 2.4)	7,000.00
13.17	Nevada County ERC Membership	1,000.00
13.19	Eastern Nev. Co. Transit Development Plan (WE 2.3.3)	75,000.00
13.21	Website Update/Maintenance	11,500.00
13.23	Regional Transportation Plan Update (WE 2.1.1)	145,000.00
13.30	Airport Land Use Commission Project Reviews (WE 2.4.2)	15,000.00
13.48	Human Resources Consulting (WE 1.1)	5,000.00
13.57	RCTF Rural Induced Demand Study (WE 2.4.4)	125,000.00
	TOTAL Budget Items 1-13	1,626,993.94
	Indirect Costs	
	Accounts 1 through 10	92,152.00
	Legal	15,000.00
	Nevada Co. Auditor/Controller	21,800.00
	TNT/TMA	4,125.00
	Nevada Co. ERC Membership	1,000.00
	Website Update/Maintenance	11,500.00
	Total Indirect Costs	145,577.00
	Calculated Indirect Rate Indirect Cost / Salaries & Benefits	17.33%

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 500.5

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Mike Woodman, Executive Director 

SUBJECT: Congestion Mitigation Air Quality (CMAQ) Improvement Program Loan Agreement, Resolution 22-17

DATE: May 18, 2022

RECOMMENDATION: Adopt Resolution 22-17 authorizing the Executive Director to sign the Memorandum of Understanding between the Nevada County Transportation Commission (NCTC) and the Sacramento Area Council of Governments (SACOG) to facilitate a loan of unobligated CMAQ apportionments.

BACKGROUND: The attached Memorandum of Understanding constitutes the agreement between NCTC and SACOG to loan \$3,986,804 of NCTC's CMAQ apportionment in Federal Fiscal Year (FFY) 2021/22 to SACOG and an equal amount to be returned by SACOG to NCTC with \$1,000,000 in FFY 2022/23, \$1,493,402 in FFY 2023/24, and \$1,493,402 in FFY 2024/25.

NCTC, in coordination with its partner jurisdictions determined that there are no approved CMAQ projects that are ready to be obligated prior to the close of the current Federal Fiscal Year, which ends September 30, 2022. Annually, NCTC receives a federal apportionment of CMAQ funding of approximately \$900,000 and is only allowed to program projects up to the amount of the current year apportionment. However, when loaned CMAQ funds are repaid to the agency, in an agreed upon Federal Fiscal Year, the loan repayment is treated as "current year apportionment" and increases the agency's capacity to program projects equal to the amount of the annual apportionment amount, plus the loan repayment.

This exchange benefits NCTC by accommodating project delays and expands programming capacity for projects in the Federal Fiscal Year the repayment occurs. The exchange benefits SACOG by providing additional CMAQ funding in the current Federal Fiscal Year allowing them the ability to deliver additional CMAQ projects. The loan agreement is consistent with the procedures outlined in the Caltrans' Obligation Authority Management Policy and the CMAQ loan is supported by Caltrans.

**RESOLUTION 22-17
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**MEMORANDUM OF UNDERSTANDING BETWEEN
NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC) AND
SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG)
TO FACILITATE A LOAN OF UNOBLIGATED CONGESTION MITIGATION AIR
QUALITY IMPROVEMENT PROGRAM APPORTIONMENTS**

WHEREAS, NCTC in coordination with its partner jurisdictions determined that there are no approved Congestion Mitigation Air Quality (CMAQ) Improvement Program projects that are ready to be obligated prior to the close of Federal Fiscal Year (FFY) 2021/22, which ends September 30, 2022; and

WHEREAS, annually, NCTC receives a federal apportionment of CMAQ funding in the approximate amount of \$900,000 and is only allowed to program projects up to the amount of the current year apportionment; and

WHEREAS, NCTC staff proposes to loan the unobligated CMAQ apportionment balance in FFY 2021/22 in the amount of \$3,986,804 to the Sacramento Area Council of Governments (SACOG) and an equal amount to be returned by SACOG to NCTC with \$1,000,000 in FFY 2022/23, \$1,493,402 in FFY 23/24, and \$1,493,402 in FFY 24/25; and

WHEREAS, the CMAQ loan benefits NCTC by accommodating project delays and expands programming capacity for projects in the Federal Fiscal Year that the repayment occurs; and

WHEREAS, the loan agreement is consistent with the procedures outlined in the Caltrans' Obligation Authority Management Policy and is supported by Caltrans.

NOW, THEREFORE, BE IT RESOLVED, that the Nevada County Transportation Commission authorizes the Executive Director to execute the Memorandum of Understanding between NCTC and SACOG.

PASSED AND ADOPTED by the Nevada County Transportation Commission on May 18, 2022 by the following vote:

Ayes: Commissioner Arbuckle, Commissioner Hoek, Commissioner Scofield, Commissioner Strauss, Commissioner Strawser, Commissioner Zabriskie

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



May 10, 2022

Ms. Dee Lam
Chief
Division of Local Assistance
California Department of Transportation
1120 N Street, MS 1
Sacramento, CA 95814

Re: **2022 CMAQ – Letter of Understanding between NCTC and SACOG**

Dear Ms. Lam:

This letter of understanding constitutes an agreement between the Nevada County Transportation Commission (NCTC) and the Sacramento Area Council of Governments (SACOG) for an exchange in CMAQ apportionment.

This letter is to formalize the exchange of \$3,986,804 in CMAQ apportionment from NCTC to SACOG in Federal Fiscal Year (FFY) 2022. SACOG shall repay the loan by providing NCTC the same amount of apportionment loaned, with \$1,000,000 in CMAQ apportionment in FFY 2023, \$1,493,402 in FFY 2024, and \$1,493,402 in FFY 2025..

This letter of understanding sets forth NCTC and SACOG's agreement for use of the identified CMAQ apportionment, and requests that Caltrans adjust each agency's apportionment as appropriate. This applies to obligations through September 30, 2022, only.

Please provide NCTC and SACOG written confirmation that this exchange of apportionment is allowed and will be supported by Caltrans. We appreciate this opportunity to exchange apportionment and support our transportation partners.

Sincerely,

Mike Woodman
Executive Director
NCTC

James Corless
Executive Director
SACOG

**2022 CMAQ – Letter of Understanding between NCTC and SACOG
May 10, 2022**

cc: Bomasur Banzon, Caltrans District 3 Local Assistance
Ross Foon, Caltrans Division of Local Assistance
Megan Perasso, Caltrans Division of Local Assistance
Sujaya Kalainesan, Caltrans Division of Local Assistance
Jacqueline Kahrs, Caltrans Office of Federal Programming and Data Management
Abhijit Bagde, Caltrans Office of Federal Programming and Data Management
José Luis Cáceres, SACOG

March 24, 2022

Executive Director Mike Woodman
101 Providence Mine Road - Suite 102
Nevada City, CA 95959

Grass Valley Charter School
225 South Auburn Street
Grass Valley, CA
95945

Dear Mike Woodman,

Did you know that in 2019, over 6000 pedestrians were killed in car accidents in the United States? Not only that but almost 1000 of them were killed in California. Do you really want to have the people of your town's future, killed or seriously injured in a car accident? Cars don't only kill people, they also kill animals. "Around 30% of the air pollution is from cars." (EPA) I think that we should have more safety for pedestrians because, it will attract more people to our town, boost the economy, make it safer for pedestrians and children, and save many lives.

Adding more pedestrian safety to Grass Valley will attract more people to our town and boost the economy. According to Vox, "Around 62% of millennials prefer to live where a car is optional to use." Adding more safety for pedestrians would make people move in more. Some people in Grass Valley can't afford cars, they are too young to drive, need to get around town, or to school. Because there are many houses in town, people need to walk almost everywhere if they don't have a car. "Car accidents also cost a lot of money. Crashes in the United States cost \$242 billion per year. 28% for property damage, 25% for workplace productivity loss, 8% for household productivity loss, and 39% for medical costs." (Together For Safer Roads) To get more money to improve safety, you could raise taxes on homeowners, and do fundraisers or events. One of the richest states is because almost everything is within walking distance, or you're safe to get there. "In New York, 89% of errands are accessible by walking instead of driving." (Vox) Adding more pedestrian safety will boost the economy, and save lives. That's a win-win!

Walking home from school is not that safe right now. "Children have more difficulty seeing or being seen from all types of vehicles, they also move at a slower pace from adults." (U.S. Department of Transportation) These children are an important part of your community, and they are the future of this town. There are also many drunk drivers, so they may tend to swerve or pass out while driving. According to NHTSA, "Every day, about 28 people die from drunk driving crashes in the USA" Drunk driving is a very serious situation. "Drunk drivers can get out of control, or pass out while driving. This is not safe for the driver, or anyone/anything in its area. And even though we do have some pedestrian safety, it's not safe. In some areas, there

are not enough sidewalks, not enough lights for pedestrians, no areas for bikes, or anything in that range.” (NHSTA) So, we need to fix the safety of your community’s future.

Too many people have died from car accidents. Whether it’s in the car, or outside the car. Yes, not all pedestrians die, but they can get seriously injured. In 2019, 76000 pedestrians were injured. A close friend of mine lost his leg due to a motorcycle accident, now he’s disabled for the rest of his life. Vehicles can do serious damage to people. Death is not something to joke about or forget about. To add to that, in 2019 a pedestrian was killed every 85 minutes. (NHSTA) There’s more too. According to the U.S Department of Transportation, when 4500 people are killed, around 10% of the deaths are from pedestrians walking around the roadway, and around 90% of them would be prevented by sidewalks. To fix this, we should build more sidewalks. While some people might not want to give up some of their land for sidewalks, it would make children go places a lot easier. Or, when building, it could block people’s driveways, or roads to get home. That issue would only be temporary, and to fix it while new sidewalks would be built, they could be made in small sections, but to start you would do it at roads that can be blocked so people can get another way to houses.

Car accidents are not something that should be ignored. Adding more pedestrian safety to Grass Valley neighborhoods will attract more people to our community. It will make your people feel safer and more comfortable, and help show what Grass Valley can do for its people. I’ve had cars swerve towards me when walking to town, or in the neighborhoods and it made me feel uncomfortable to walk to town. A girl named Paisley passed away from a hit and run. I did not know her that well but it affected the mental health of her family, friends, and everyone around her. Not only would it be saving lives, but it would also make your community more comfortable.

Sincerely,

A handwritten signature in black ink, appearing to read "Laima Ositis". The signature is fluid and cursive, with a large initial "L" and "O".

Laima Ositis

RECEIVED MAR 30 2022

March 22, 2022

101 providence mine road
Nevada city California 95959

225 S. Auburn St.
Grass Valley, CA
95945

Dear Mike,

Did you know that 893 pedestrians are killed each year in California and 14,000 pedestrians injured that's only in California and there are still 49 more states so if we could just get a barricade and a sidewalk on some roads that would probably reduce the number of deaths and injuries? If you have ever lost a loved one because there wasn't any sidewalk safety or drunk drivers you may not realize it but if those sidewalks and safety barricades or even lights were there that number would be reduced.

I believe Nevada County should increase pedestrian safety by adding more sidewalks and street lights because many pedestrians die because of hit and runs and car crashes and especially because many of the victims are youth and older people.

On October 31st I went to this Halloween party with my brother and this girl and a boy one of the boys snuck out with the girl to go home at 4 am and the girl ended up dying because of a drunk driver that ended her life swerving from left to right and hit her going over 100 miles per hour and maybe if there was a sidewalk or something there to have them be a little safer she might still be alive today.

So that's my mission I want there to be more sidewalk safety on Alta street and then maybe more sidewalk safety around grass valley because you don't realize it but a lot of people are always walking and half the time there isn't a sidewalk so I just want for there to be more sidewalk safety because people can die if there isn't sidewalk safety so just at least think about putting more sidewalks around grass valley and crosswalks just try. And this goes for pedestrians also because if there's a sidewalk you need to walk on it because people can and have died because of not having any sidewalk safety and not walking on sidewalks puts you in danger and you can die or have life-changing injuries it's crazy how one mistake can change your life forever. if we were to have a sidewalk and a barricade on the sidewalk so many lives can be changed. But all I'm asking is if you could please just put some sidewalks on to Alta street then maybe some people that were affected by that girl dying can find some inner peace and it would enlighten a lot of people knowing that that road is safe to walk on.

On average 1 out of every 10,200 people are gonna get hit by a car and keep in mind the population of grass valley is in the higher 12,000 that's bad numbers we live in a really small town so think of Los, Angeles san Diego Sacramento and Sacramento's population is 500,930 im no

genius but that means 49 people die a year in only Sacramento and in Los Angeles, the population is 3.967 million people and that's a lot of people that means 389 people die a year in Los Angeles and keep in mind that's only the people that die many people can still have life-changing injuries.

Sincerely,

Reese Reshatoff

Reese Reshatoff

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – Nevada City City Council
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 740.0, 950.6

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Executive Director's Report for the May 18, 2022 Meeting

DATE: May 18, 2022

APPOINTMENT OF NEW NCTC COMMISSIONER

On May 10, 2022 the Nevada County Board of Supervisors appointed Jay Strauss to fill the NCTC Member-at-Large position formerly held by Andrew Burton. Mr. Strauss moved from Marin County to Penn Valley in 2018 and has a background in public service and community involvement. NCTC staff welcomes Mr. Strauss to the Commission.

SR 49 CORRIDOR IMPROVEMENT PROJECT - SUBMITTAL OF FEDERAL EARMARK REQUESTS UPDATE

NCTC staff in coordination with the Nevada County Board of Supervisors Office and Nevada County Department of Public Works submitted a federal earmark request in the amount of \$10 million necessary to fund the State Route (SR) 49 Corridor Improvement Project – Phases 1 & 2, for consideration by Congressman Doug LaMalfa, Senator Alex Padilla, and Senator Diane Feinstein.

The SR 49 Corridor Improvement Project – Phases 1 & 2 includes construction of segments of northbound and southbound truck climbing lanes, auxiliary lanes, 10' shoulders, a 16' wide continuous two-way left-turn lane and eliminates the existing merge points improving the highway segment between the terminus of the previous project at La Barr Meadows Road (Post Mile 10.8) and to south of the McKnight Way Interchange (Post Mile 13.3) to four lanes. The project also includes right turn lanes in the southbound direction at Crestview Drive, Smith Road, Bethel Church Way, and Wellswood Way.

ACTIVE TRANSPORTATION PROGRAM CYCLE 6

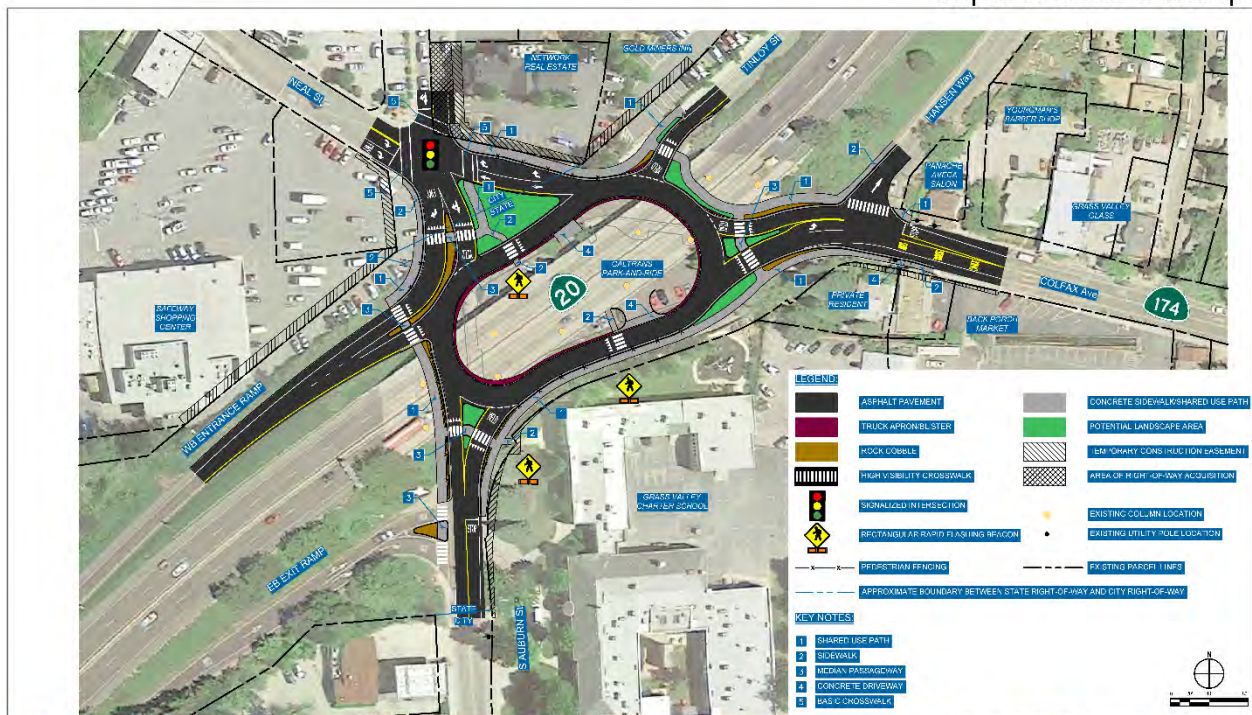
The Nevada County Transportation Commission in coordination with Nevada County, Grass Valley, and Nevada City and with the assistance of the transportation consulting firm GHD Inc. are working to update and resubmit the Active Transportation Program grant applications for the *State Route 49 Multi-*

modal Corridor Improvements, Nevada City and the SR 174/49/20 Roundabout & Active Transportation Safety Project. Cycle 6 grant applications are due by June 15, 2022.

The *SR 174/49/20 Roundabout & Active Transportation Safety Project* is intended to improve traffic operations and the safety and comfort for people walking and bicycling by simplifying a high-stress cluster of multiple intersections with an oblong single-lane roundabout that includes high-visibility crossings on all legs and a shared-use path. The project area today consists of seven closely spaced intersections, known as the Triangle, at the interchange of SR 174 with SR 49/20. Intersections are a mix of traffic signals and side-street stop signs, and people bicycling or walking through the area must navigate multiple long crossings with varied markings and support features.

A new oblong roundabout will consolidate four intersections, offering safety improvements for all modes of transportation. High-visibility marked crosswalks will be provided on all approaches, including advance yield lines and refuge islands. A rectangular rapid flashing beacon (RRFB) will be installed across S. Auburn Street near Grass Valley Charter Elementary School. Two marked crossings are also provided across the circulating lane to provide access to the Park and Ride lot, and will include RRFBs to support safe crossings for students and families to Grass Valley Charter Elementary School. A new shared-use path will be constructed around the roundabout, offering a safe path of travel for people walking and bicycling that is completely separated from motor vehicle traffic. An existing traffic signal at Neal Street and Auburn Street will be upgraded to improve pedestrian safety and coordinate with the adjacent roundabout.

Improvement Concept



SR 174/SR 20 Intersection Analysis

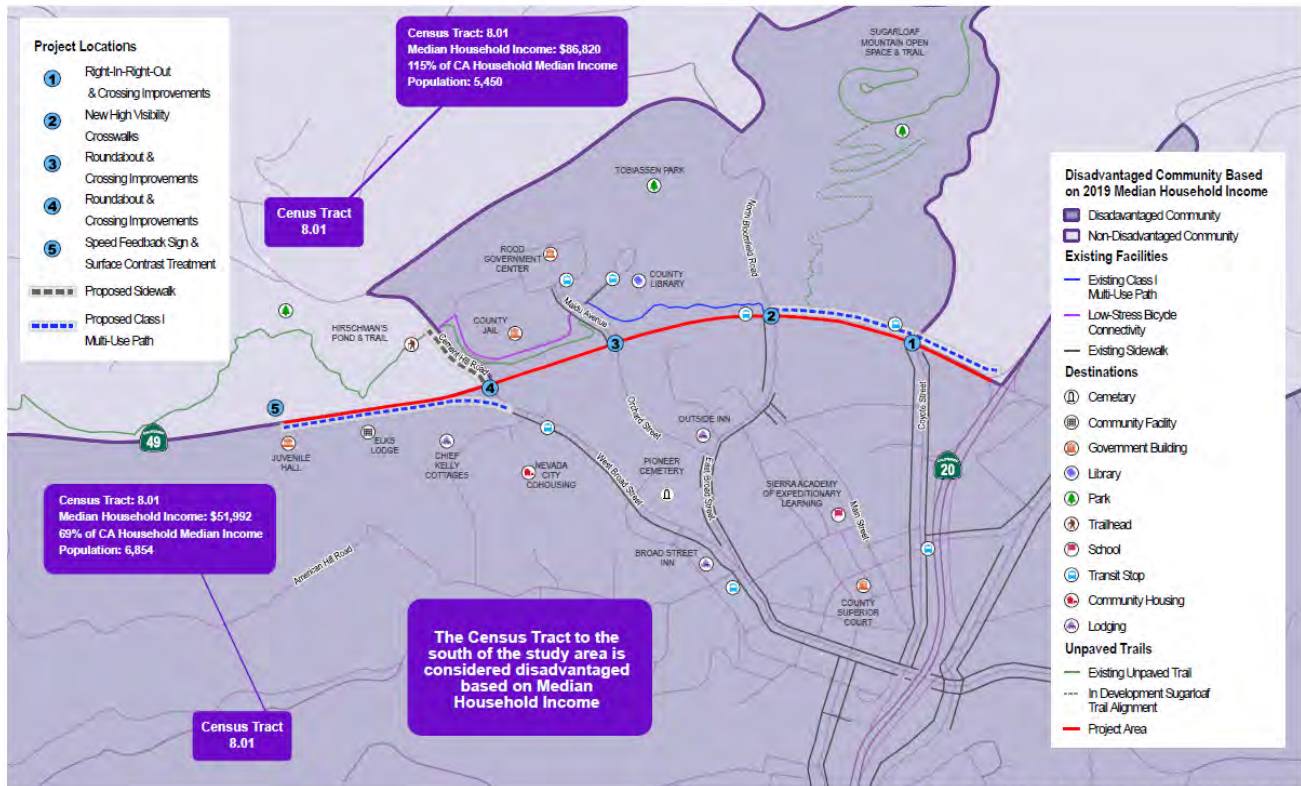
Grass Valley, California

The *State Route 49 Multi-modal Corridor Improvements, Nevada City* focuses on improving key intersections, pedestrian and bicycle facilities, and improved crossings along the segment of SR 49 between the intersection of SR 20/49/Uren Street and County Juvenile Hall driveway/SR 49. The

improvements will allow active transportation users to travel along and across this section of the SR 49 corridor safely and comfortably while accessing important destinations near the project area.

Intersection improvement locations include SR 49 and Coyote Street, North Bloomfield Road/East Broad Street, Maidu Ave/Orchard Street, and Cement Hill Road/West Broad Street. North Bloomfield/East Broad Street is signal-controlled, while the remaining three are side-stop controlled. All feature safety concerns. SR 49/Coyote Street improvements include a right-in-right-out intersection reconfiguration, new lighting, and high-visibility crosswalks with refuge islands and rectangular rapid flashing beacons along both crossing legs. Crosswalks at North Bloomfield Road/East Broad Street will be improved with new high-visibility markings. Maidu Ave/Orchard Street and Cement Hill Road/West Broad Street improvements include single-lane roundabouts, new lighting, shared-use paths around the roundabout perimeter, and high-visibility crosswalks with median refuge islands at each intersection leg.

New shared-use paths and sidewalk in several locations will connect to existing and future trails. At the east end of the corridor, between SR 20 and North Bloomfield Road, a shared-use path will connect to the existing Rood Center Path at North Bloomfield Road, which extends to Helling Way. At the west end, a shared-use path will span from the Juvenile Hall driveway to West Broad Street. At Cement Hill Road/West Broad Street, the roundabout will connect to the shared-use path to the west at the southwest corner, and sidewalk along Cement Hill Road at the northeast corner. A sidewalk will also extend to the north to Hirschman's Trail.



**MAP OF PROJECT BOUNDARIES,
 ACCESS & DESTINATIONS**
STATE ROUTE 49 MULTIMODAL IMPROVEMENTS
 NEVADA COUNTY TRANSPORTATION COMMISSION

Data Source: 2019 TIGER, 2019 Census, CDM 2019
 Map Posted April 2022

DEVELOPMENT OF SR 49 CORRIDOR IMPROVEMENT VIDEO

NCTC contracted with videographer Jeff Litton to prepare a video highlighting the key concerns and documenting the importance of funding improvements in the corridor. The video will be utilized to assist in efforts advocating for state and federal funding for the needed safety, evacuation, and operational improvements in the SR 49 corridor. This effort was done in coordination with the County of Nevada and key stakeholders including the Citizens for Highway 49 Safety, Fix49.org, Nevada County Coalition of Firewise Communities, CAL FIRE Nevada-Yuba-Placer Unit, and the Nevada County Sheriff's Office.

NORTH STATE SUPER REGION UPDATE

The NSSR, formalized through a memorandum of agreement on October 20, 2010, represents a partnership between the combined sixteen Northern California Regional Transportation Planning Agencies and Metropolitan Planning Organizations, to provide a unified voice when addressing state and federal transportation funding and policy decisions and to establish coordination of transportation planning efforts.

At the March 11, 2022 North State Super Region (NSSR) meeting, John Clerici, Executive Director of the Lassen County Transportation Commission, was appointed to serve as Chair of the NSSR. Prior to Mr. Clerici, NCTC's Executive Director had served in this role from 2019 to 2022.



Caltrans District 3 Project Status Report

May 2022

Highway 20		
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	\$3,095,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Construction began Fall 2021. Target completion Fall 2022.	
2H62U Omega Curve Correction (2H620) (0H240) (1H810) (0H660)	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 Zeibrigh Road.
	Description	Curve improvement, widen shoulders, and add turnout.
	Funding Source	SHOPP - Safety (010) and Operational Improvements (310)
	Total Cost	\$61,443,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Construction is expected to begin Winter 2022. Target completion Winter 2025.	
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).
	Funding Source	SHOPP - Asset Management (120)
	Total Cost	\$23,990,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion Spring 2023.
Construction	Construction is expected to begin Fall 2023. Target completion Winter 2024.	
0J520 NEV 20 CAPM	CO-RTE-PM	NEV - 20 - 20 / 46.119
	Location	Pavement CAPM and drainage improvements in Nevada County east of Nevada City from Rim Rock Road to Jct20/80.
	Description	Class II Pavement CAPM on Mainline and ramps, rehabilitate or replace poor conditions drainage systems. Evaluate /rehabilitate/replace poor condition lighting, sing panels, and TMS elements.
	Funding Source	SHOPP - Asset Management (121)
	Total Cost	\$38,010,000
	Planning	COMPLETE
	Environmental	Target completion Summer 2023.
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin Summer 2025. Target completion Fall 2026.	

Highway 49		
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	\$4,399,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Target completion Fall 2022.	
4E170 Nev-49 Corridor Improvement Project	CO-RTE-PM	NEV - 49 - 11.1/13.3
	Location	In Nevada County, from La Bar Meadows Road to McKnight Way.
	Description	NB and SB Truck Climbing Lanes, 22' Median with Barrier, 10" Shoulders, 4 right right turn lanes at Crestview Drive, Smith Road, Bethel Church Way, and Wellswood Way and two at-grade access-controlled roundabout intersections at Wellswood Way and Smith Road.
	Funding Source	STIP - RIP (NCTC)
	Total Cost	\$157,900,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin Fall 2025. Target completion Winter 2028.	

3H510 Nev-49 Corridor Improvement Project (SHOPP)	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.
	Funding Source	SHOPP - Safety (015)
	Total Cost	\$78,770,000
	Planning	COMPLETE
	Environmental	Target completion Spring 2023.
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin Fall 2025. Target completion Fall 2028.	
4H600 49 Safety Barrier	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.
	Funding Source	SHOPP - Safety (010)
	Total Cost	\$26,340,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Target completion Spring 2022.
Construction	Construction is expected to begin Spring 2024. Target completion Summer 2025.	

Interstate 80

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	COMPLETE
Construction	Target completion Spring 2022	
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	COMPLETE
Construction	Target completion Fall 2023.	
3H560 Yuba Pass SOH Bridge Relpacement	CO-RTE-PM	NEV - 080 - 58.7 /60.2
	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	COMPLETE
	Design	Target completion Winter 2023.
Construction	Construction is expected to begin Summer 2023 Target completion Fall 2027.	
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	Rehabilitate Roadway, Construct truck climbing lane on EB I-80 direction, widen Jingvale UC, replace sign panels, upgrade lighting, TMS elements, and rehab drainage elements
	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	COMPLETE
	Design	Target completion March 2023.
Construction	Construction is expected to begin Summer 2024. Target completion Summer 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	\$74,535,000
	Planning	COMPLETE
	Environmental	Target completion Winter 2024.
	Design	Target completion September 2026.
Construction	Construction is expected to begin Summer 2027. Target completion Fall 2029.	

1H18U Rdway Rehab	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	Rehabilitate pavement and drainage systems, upgrade ADA facilities, guardrail, and TMS elements.
	Funding Source	SHOPP Pavement Rehabilitation (122)
	Total Cost	\$30,566,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Target completion Fall 2023	
2H01U Rockfall Protection	CO-RTE-PM	NEV - 80 - 31.37/31.78
	Location	In Nevada and Sierra Counties from 1.9 miles east of Farad Undercrossing to the Sierra County line and from 1.3 miles east of the
	Description	Stabilize cut slope erosion and prevent rockfall by flattening the slope or installing a drapery system, concrete barrier, and drainage
	Funding Source	SHOPP - Roadway Preservation (150)
	Total Cost	\$13,813,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	Target Start Fall 2022 / Target completion Fall 2023	
2J910 Safety Improvements	CO-RTE-PM	NEV - 80 - 26.0/27.4
	Location	In Nevada County on Route 80 at Floriston
	Description	Grind existing concrete pavement, place polyester concrete overlay, groove existing concrete pavement, remove/repair concrete barrier
	Funding Source	SHOPP Safety Improvement (010)
	Total Cost	\$3,750,000
	Planning	Target Spring 2022.
	Environmental	Target Summer 2022
	Design	Target Winter 2022
Construction	Target Start Spring 2023 / Target completion Spring 2024	

Highway 89

1J170 CAPM & Drainage Improvements	CO-RTE-PM	PLA - 89 - 13.1/21.667
	Location	In Placer and Nevada Counties on Route 89, 9.0 miles south of Truckee from Truckee River Bridge (Br # 19-0032) to Junction of Route 80 in Truckee.
	Description	Class 2 pavement CAPM, rehabilitate drainage, upgrade ADA facilities, guardrail, and TMS elements.
	Funding Source	SHOPP - Roadway Preservation (121)
	Total Cost	\$14,370,000
	Planning	This project is waiting to be programmed into the 2022 SHOPP.
	Environmental	Target completion Summer 2024.
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin in Summer 2025. Target completion Fall 2027.	

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	\$27,368,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	COMPLETE
Construction	COMPLETE, 1 year plant establishment period Fall 2022	
3F680 ADA Upgrades	CO-RTE-PM	NEV - 174 - 9.7/10.1
	Location	In Grass Valley from Race Street to Highway 20.
	Description	Relinquishment
	Funding Source	SHOPP
	Total Cost	\$1,950,000
	Planning	COMPLETE
	Environmental	COMPLETE: State ED: CEQA complete Caltrans is working on the part Federal part of ED - NEPA
	Design	Relinquishment Agreement is signed with City of Grass Valley: Relinquishment Approval Report Spring of 2021
Construction	N/A: Relinquishment	