

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
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, September 21, 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 **22-32**.

2. [Financial Reports:](#)

June and July 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: July 20, 2022 Meeting](#)

Recommendation: Approve.

4. [State of Good Repair Projects for FY 2021/22:](#) See staff report.

Recommendation: Adopt Resolution **22-33**.

5. [FY 2022-23 State Transit Assistance \(STA\) Allocation Revised Estimate:](#) The State Controller's revised estimate of STA Funds for FY 2022-23 has been received. See table prepared by staff.

Recommendation: Adopt the revised table as a basis for allocation for the State Transit Assistance Fund for FY 2022/23.

ACTION ITEMS

- 6. [Amendment 1 to the FY 2022/23 Overall Work Program](#): See staff report.
Recommendation: Adopt Resolution **22-34** by roll call vote.

- 7. [Professional Services Agreement to Develop a Rural Induced Demand Study](#): See staff report.
Recommendation: Adopt Resolution **22-35** by roll call vote.

- 8. [NCTC Representative on Economic Resource Council](#): See staff report.
Recommendation: Appoint NCTC representative on the Economic Resource Council

INFORMATIONAL ITEMS

- 9. [Correspondence](#)
 - A. Betty T. Yee, California State Controller, [Fiscal Year 2021-22 State of Good Repair Program Fourth Allocation](#), File 370.2.1, 8/17/2022.
 - B. Betty T. Yee, California State Controller, [Fiscal Year 2021-22 Fourth Quarter State Transit Assistance Allocation](#), File 1370.0, 8/17/2022.

- 10. [Executive Director’s Report](#)

- 11. [Project Status Report](#)
Caltrans Projects: Sam Vandell, Caltrans District 3 Project Manager for Nevada County.

- 12. [Closed Session](#): Pursuant to Government Code Section 54947, Public Employee Performance Evaluation of the Executive Director, Michael Woodman

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: November 16, 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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File: 740.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361), Resolution 22-32

DATE: September 21, 2022

RECOMMENDATION: Adopt Resolution 22-32 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 22-32
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 September 21, 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**

JUNE

TOWN OF TRUCKEE (5805) LTF

16.63%

Cash Balance 06/01/22	\$1,458,188.24
Additions	\$49,618.93
Deductions	<u>\$671,205.60</u>
Cash Balance 06/30/22	\$836,601.57
 <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	\$627,443.36	\$0.00

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

JUNE

PEDESTRIAN AND BIKE (5806) LTF

2.00%

Cash Balance 06/01/22	\$311,216.17
Additions	\$6,877.27
Deductions	<u>\$0.00</u>
Cash Balance 06/30/22	\$318,093.44

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**

JUNE

NEVADA COUNTY (5807) LTF

67.11%

Cash Balance 06/01/22	\$3,628,711.63
Additions	\$200,022.95
Deductions	<u>\$530,619.86</u>
Cash Balance 06/30/22	\$3,298,114.72

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	\$2,183,580.00	\$0.00
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	\$2,183,580.00	\$2,460,653.00

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

JUNE

GRASS VALLEY (5808) LTF

13.09%

Cash Balance 06/01/22	\$23,491.76
Additions	\$37,710.87
Deductions	<u>\$0.00</u>
Cash Balance 06/30/22	\$61,202.63

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	\$452,602.00	\$0.00

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

JUNE

NEVADA CITY (5809) LTF

3.16%

Cash Balance 06/01/22	\$5,945.65
Additions	\$9,107.62
Deductions	<u>\$0.00</u>
Cash Balance 06/30/22	\$15,053.27

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	\$109,301.00	\$0.00

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

JUNE

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 06/01/22	\$165,855.01
Additions	\$15,445.81
Deductions	<u>\$30,100.00</u>
Cash Balance 06/30/22	\$151,200.82

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	\$151,884.00	\$0.00
7/21/21 21-16	Truckee Paratransit Operations	\$30,100.00	\$30,100.00	\$0.00
	TOTAL	\$181,984.00	\$181,984.00	\$0.00

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

JUNE

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

Cash Balance 06/01/22	\$76.98
Additions	\$0.00
Deductions	<u>\$76.98</u>
Cash Balance 06/30/22	\$0.00
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
Project closed; interest to Truckee per Caltrans	No FY 21-22 project	\$76.98	\$76.98	\$0.00

Nevada County Transportation Commission
Monthly Financial Report FY 2021/22

JUNE

NCTC Administration & Planning (6327)

Cash Balance 06/01/22	\$466,286.26
Additions	\$66,943.90
Deductions	\$169,743.00
Cash Balance 06/30/22	\$363,487.16

BUDGET: Estimated Revenue & Allocations

Fund Balance 6/30/21	\$285,825.24
Estimated Revenue	<u>\$1,679,061.87</u>
AVAILABLE FOR ALLOCATION	\$1,964,887.11
Total of Approved Allocations	<u>\$1,679,061.87</u>
BALANCE AVAILABLE FOR ALLOCATION	\$285,825.24

W.E.	DESCRIPTION	Allocation	YTD Activity Accrual Basis	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$186,350.92	\$173,572.03	\$12,778.89	93.14%
	Indirect	\$36,316.60	\$24,490.41	\$11,826.19	67.44%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>TDA Admin.</u>				
	NCTC Staff	\$215,115.75	\$198,885.40	\$16,230.35	92.46%
	Indirect	\$41,922.37	\$28,078.42	\$13,843.95	66.98%
	Fiscal Audit unallowable	\$50,000.00	\$50,000.00	\$0.00	100.00%
	Triennial Performance Audits	\$43,220.00	\$32,147.50	\$11,072.50	74.38%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$41,894.80	\$40,287.73	\$1,607.07	96.16%
	Indirect	\$13,737.74	\$8,112.28	\$5,625.46	59.05%
	Transportation Engineering	\$25,000.00	\$19,568.00	\$5,432.00	78.27%
	Local Agency	\$30,000.00	\$26,005.57	\$3,994.43	86.69%
	Traffic Counts	\$10,000.00	\$2,641.27	\$7,358.73	26.41%
2.1.1	<u>Regional Transportation Plan Update</u>				
	NCTC Staff	\$28,597.48	\$23,732.87	\$4,864.61	82.99%
	Consultant	\$145,000.00	\$0.00	\$145,000.00	0.00%
2.2	<u>Transportation Improvement Program</u>				
	NCTC Staff	\$48,778.80	\$51,719.03	(\$2,940.23)	106.03%
	Indirect	\$16,596.89	\$10,152.15	\$6,444.74	61.17%
2.2.1	<u>RTMF Update</u>				
	NCTC Staff	\$36,384.64	\$18,593.55	\$17,791.09	51.10%
	Consultant	\$113,257.84	\$36,778.42	\$76,479.42	32.47%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$46,384.46	\$42,650.71	\$3,733.75	91.95%
	Indirect	\$9,039.53	\$4,779.87	\$4,259.66	52.88%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$68,432.75	\$73,823.95	(\$5,391.20)	107.88%
	Indirect	\$25,160.86	\$12,335.53	\$12,825.33	49.03%
	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	\$8,273.92	\$10,259.20	44.64%
	Consultant	\$15,000.00	\$472.70	\$14,527.30	3.15%
2.4.3	<u>READY Nevada County</u>				
	NCTC Staff	\$28,180.20	\$20,484.40	\$7,695.80	72.69%
	Consultant	\$104,602.15	\$74,404.26	\$30,197.89	71.13%
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	\$1,679,061.87	\$983,989.97	\$695,071.90	58.60%

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

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

JUNE

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 06/01/22	\$2,037,721.53
Additions	\$3,943.38
Deductions	\$0.00
Cash Balance 06/30/22	\$2,041,664.91

**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	\$56,527.04	\$2,571,833.36
Nevada City	\$173,699.77	\$26,861.55	\$200,561.32
Nevada County	\$5,025,638.19	\$420,561.08	\$5,446,199.27
Total	\$7,714,644.28	\$503,949.67	\$8,218,593.95
Interest	\$216,662.55	\$19,309.70	\$235,972.25
Expenditures	\$6,096,907.11	\$369,529.27	\$6,466,436.38
TOTAL	\$1,834,399.72	\$153,730.10	\$1,988,129.82

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	\$3,620.79	\$1,379.21
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	\$307,666.56	\$42,276.16
5/19/21 Reso 21-12	NCTC RTMF Update	\$149,642.48	\$9,614.71	\$140,027.77	\$55,371.97	\$84,655.80
TOTAL		\$6,041,105.32	\$2,419,933.53	\$3,621,171.79	\$366,659.32	\$3,254,512.47

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

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 06/01/22	\$3,995,961.38
Additions	\$7,427.67
Deductions	<u>\$216,183.27</u>
Cash Balance 06/30/22	\$3,787,205.78
<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	\$216,183.27	\$0.00
	TOTAL	\$233,978.27	\$233,978.27	\$0.00

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

JUNE

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 06/01/22	\$2,359,507.24
Additions	\$1,150,515.19
Deductions	<u>\$1,079,320.39</u>
Cash Balance 06/30/22	\$2,430,702.04
<u>Budget and Allocations</u>	
Fund Balance 6/30/21	\$2,339,587.73
Estimated RSTP Revenue	<u>\$1,145,539.00</u>
AMOUNT TO BE ALLOCATED	\$3,485,126.73
Total Amount of Approved Allocations	<u>\$1,120,759.89</u>
BALANCE Available for Allocation	\$2,364,366.84

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	\$150,000.00	\$0.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$57,186.00	\$102,814.00	\$71,204.50	\$31,609.50
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	\$1,089,150.39	\$31,609.50

**Nevada County Transportation Commission
Monthly Financial Report 2022/23**

JULY

TOWN OF TRUCKEE (5805) LTF

16.89%

Cash Balance 07/01/22	\$836,601.57
Additions	\$63,955.32
Deductions	<u>\$68,436.76</u>
Cash Balance 07/31/22	\$832,120.13
 <u>Budget and Allocations</u>	
Fund Balance 6/30/22	\$887,013.16
Revenue Revised Findings Reso 22-12 5/18/22	<u>\$646,574.00</u>
AMOUNT TO BE ALLOCATED	\$1,533,587.16
 Total Amount of Approved Allocations	 <u>\$511,288.14</u>
BALANCE Available for Allocation	\$1,022,299.02

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-24	Transit/Paratransit Operations	\$511,288.14	\$0.00	\$511,288.14

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

PEDESTRIAN AND BIKE (5806) LTF

2.00%

Cash Balance 07/01/22	\$318,093.44
Additions	\$8,259.37
Deductions	<u>\$0.00</u>
Cash Balance 07/31/22	\$326,352.81

Budget and Allocations

Fund Balance 6/30/22	\$333,441.86
Revenue Revised Findings Reso 22-12 5/18/22	<u>\$82,236.00</u>
AMOUNT TO BE ALLOCATED	\$415,677.86

Total Amount of Approved Allocations	<u>\$61,500.00</u>
BALANCE Available for Allocation	\$354,177.86

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY	BALANCE
07/20/22 22-23	FY22/23 Nevada City Commercial Street Phase 2	\$61,500.00	\$0.00	\$61,500.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

NEVADA COUNTY (5807) LTF

66.37%

Cash Balance 07/01/22	\$3,298,114.72
Additions	\$258,038.19
Deductions	<u>\$0.00</u>
Cash Balance 07/31/22	\$3,556,152.91

Budget and Allocations	
<u>Fund Balance 6/30/22</u>	\$3,777,627.82
Revenue Revised Findings Reso 22-12 5/18/22	<u>\$2,540,581.00</u>
AMOUNT TO BE ALLOCATED	\$6,318,208.82

Total Amount of Approved Allocations	<u>\$5,140,820.00</u>
BALANCE Available for Allocation	<u>\$1,177,388.82</u>

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-21	Transit/Paratransit Operations	\$2,680,167.00	\$0.00	\$2,680,167.00
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	\$5,140,820.00	\$0.00	\$5,140,820.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

GRASS VALLEY (5808) LTF

13.45%

Cash Balance 07/01/22	\$61,202.63
Additions	\$50,326.40
Deductions	<u>\$0.00</u>
Cash Balance 07/31/22	\$111,529.03

Budget and Allocations

Fund Balance 6/30/22	\$154,724.32
Revenue Revised Findings Reso 22-12 5/18/22	<u>\$514,877.00</u>
AMOUNT TO BE ALLOCATED	\$669,601.32

Total Amount of Approved Allocations	<u>\$514,877.00</u>
BALANCE Available for Allocation	\$154,724.32

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-22	Transit/Paratransit Operations	\$514,877.00	\$0.00	\$514,877.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

NEVADA CITY (5809) LTF

3.29%

Cash Balance 07/01/22	\$15,053.27
Additions	\$12,153.60
Deductions	<u>\$0.00</u>
Cash Balance 07/31/22	\$27,206.87

Budget and Allocations

Fund Balance 6/30/22	\$37,638.34
Revenue Revised Findings Reso 22-12 5/18/22	<u>\$126,063.00</u>
AMOUNT TO BE ALLOCATED	\$163,701.34
 Total Amount of Approved Allocations	 <u>\$126,063.00</u>
BALANCE Available for Allocation	\$37,638.34

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
07/20/22 Reso 22-23	Transit/Paratransit Operations	\$126,063.00	\$0.00	\$126,063.00

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 07/01/22	\$151,200.82
Additions	\$20,235.45
Deductions	<u>\$0.00</u>
Cash Balance 07/31/22	\$171,436.27

Budget and Allocations

Fund Balance 6/30/22	\$188,804.41
Revenue Revised Findings Reso 22-12 5/18/22	<u>\$201,479.00</u>
AMOUNT TO BE ALLOCATED	\$390,283.41

Total Amount of Approved Allocations	<u>\$201,479.00</u>
BALANCE Available for Allocation	\$188,804.41

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-21	Nevada County Paratransit Operations	\$167,449.00	\$0.00	\$167,449.00
7/20/22 22-24	Truckee Paratransit Operations	\$34,030.00	\$0.00	\$34,030.00
	TOTAL	\$201,479.00	\$0.00	\$201,479.00

Nevada County Transportation Commission
Monthly Financial Report FY 2022/23

JULY

NCTC Administration & Planning (6327)

Cash Balance 07/01/22	\$363,487.16
Additions	\$69,905.46
Deductions	\$101,520.52
Cash Balance 07/31/22	\$331,872.10
<u>BUDGET: Estimated Revenue & Allocations</u>	
Fund Balance 6/30/22	\$568,973.08
Estimated Revenue	<u>\$1,626,993.94</u>
AVAILABLE FOR ALLOCATION	\$2,195,967.02
Total of Approved Allocations	<u>\$1,626,993.94</u>
BALANCE AVAILABLE FOR ALLOCATION	\$568,973.08

W.E.	DESCRIPTION	Allocation	YTD Activity Accrual Basis	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$222,480.87	\$10,888.76	\$211,592.11	4.89%
	Indirect	\$38,553.49	\$3,998.10	\$34,555.39	10.37%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>TDA Admin.</u>				
	NCTC Staff	\$246,662.58	\$11,716.70	\$234,945.88	4.75%
	Indirect	\$42,743.93	\$4,179.37	\$38,564.56	9.78%
	Fiscal Audit unallowable	\$51,500.00	\$0.00	\$51,500.00	0.00%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$43,837.07	\$2,263.01	\$41,574.06	5.16%
	Indirect	\$16,213.26	\$1,558.64	\$14,654.62	9.61%
	Transportation Engineering	\$25,000.00	\$0.00	\$25,000.00	0.00%
	Local Agency	\$30,000.00	\$0.00	\$30,000.00	0.00%
	Traffic Counts	\$10,000.00	\$0.00	\$10,000.00	0.00%
2.1.1	<u>Regional Transportation Plan Update</u>				
	NCTC Staff	\$49,724.89	\$2,919.47	\$46,805.42	5.87%
	Consultant	\$145,000.00	\$0.00	\$145,000.00	0.00%
2.2	<u>Transportation Improvement Program</u>				
	NCTC Staff	\$29,130.76	\$1,611.65	\$27,519.11	5.53%
	Indirect	\$9,238.98	\$812.05	\$8,426.93	8.79%
2.2.1	<u>RTMF Update</u>				
	NCTC Staff	\$24,184.66	\$1,115.20	\$23,069.46	4.61%
	Consultant	\$113,257.84	\$0.00	\$113,257.84	0.00%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$45,008.38	\$2,168.96	\$42,839.42	4.82%
	Indirect	\$14,929.36	\$648.72	\$14,280.64	4.35%
2.3.3	<u>Eastern Nevada County Transit Dev. Plan</u>				
	NCTC Staff	\$41,144.59	\$59.44	\$41,085.15	0.00%
	Consultant	\$75,000.00	\$0.00	\$75,000.00	0.00%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$72,298.33	\$4,135.21	\$68,163.12	5.72%
	Indirect	\$23,897.98	\$2,196.55	\$21,701.43	9.19%
	PCPTA Rail Study	\$5,000.00	\$0.00	\$5,000.00	0.00%
	Rural Counties Task Force	\$2,000.00	\$0.00	\$2,000.00	0.00%
2.4.2	<u>Airport Land Use Commission Planning & Reviews</u>				
	NCTC Staff	\$19,406.51	\$987.12	\$18,419.39	5.09%
	Consultant	\$15,000.00	\$0.00	\$15,000.00	0.00%
2.4.4	<u>RCTF Rural Induced Demand Study</u>				
	NCTC Staff	\$46,203.38	\$1,781.23	\$44,422.15	3.86%
	Consultant	\$125,000.00	\$0.00	\$125,000.00	0.00%
Contingency		\$39,577.08	\$0.00	\$39,577.08	0.00%
TOTAL ALL WORK ELEMENT		\$1,626,993.94	\$53,040.18	\$1,573,953.76	3.26%

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 07/01/22	\$2,041,664.91
Additions	\$77,129.60
Deductions	\$0.00
Cash Balance 07/31/22	\$2,118,794.51

**RTMF REVENUES, INTEREST, AND EXPENDITURES
2000/01 - 2022/23**

JURISDICTION	COLLECTED/EXPENDED 2000/01 - 2021/22	COLLECTED/EXPENDED 2022/23	TOTAL COLLECTED/EXPENDED
Grass Valley	\$2,571,833.36	\$0.00	\$2,571,833.36
Nevada City	\$200,561.32	\$0.00	\$200,561.32
Nevada County	\$5,446,199.27	\$0.00	\$5,446,199.27
Total	\$8,218,593.95	\$0.00	\$8,218,593.95
Interest	\$235,972.25	\$0.00	\$235,972.25
Expenditures	\$6,466,436.38	\$0.00	\$6,466,436.38
TOTAL	\$1,988,129.82	\$0.00	\$1,988,129.82

RTMF ALLOCATIONS

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	EXPENDED YTD Accrual Basis	BALANCE
5/18/22 Reso 22-16	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	\$1,457,723.84	\$42,276.16	\$0.00	\$42,276.16
5/18/22 Reso 22-16	NCTC RTMF Update W.E. 2.2.1 Consultant	\$113,257.84	\$36,778.42	\$76,479.42	\$0.00	\$76,479.42
5/18/22 Reso 22-16	NCTC RTMF Update W.E. 2.2.1 Staff	\$24,184.66	\$0.00	\$24,184.66	\$0.00	\$24,184.66
TOTAL		\$6,028,905.34	\$2,754,763.80	\$3,274,141.54	\$0.00	\$3,274,141.54

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 07/01/22	\$3,787,205.78
Additions	\$0.00
Deductions	<u>\$0.00</u>
Cash Balance 07/31/22	\$3,787,205.78
 <u>Budget and Allocations</u>	
Fund Balance 6/30/22	\$4,049,337.78
Estimated STA Revenue	\$951,852.00
AMOUNT TO BE ALLOCATED	\$5,001,189.78
 Total Approved Allocations	 <u>\$442,628.86</u>
BALANCE Available for Allocation	\$4,558,560.92

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-21	Nevada County Transit/Paratransit Services	\$23,802.00	\$0.00	\$23,802.00
7/20/22 22-24	Truckee Transit/Paratransit Services	\$418,826.86	\$0.00	\$418,826.86
	TOTAL	\$442,628.86	\$0.00	\$442,628.86

**Nevada County Transportation Commission
Monthly Financial Report FY 2022/23**

JULY

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 07/01/22	\$2,430,702.04
Additions	\$0.00
Deductions	<u>\$9,830.00</u>
Cash Balance 07/31/22	\$2,420,872.04
<u>Budget and Allocations</u>	
Fund Balance 6/30/22	\$2,420,872.04
Estimated RSTP Revenue	<u>\$0.00</u>
AMOUNT TO BE ALLOCATED	\$2,420,872.04
Total Amount of Approved Allocations	<u>\$614,203.50</u>
BALANCE Available for Allocation	<u>\$1,806,668.54</u>

DATE/RESO	PROJECT	ORIGINAL ALLOCATION	PRIOR YEARS EXPENDITURES	REMAINING ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-26	Nevada City FY 2022/23 Commercial Street Improvement Phase 2	\$92,000.00	\$0.00	\$92,000.00	\$0.00	\$92,000.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$128,390.50	\$31,609.50	\$0.00	\$31,609.50
7/20/22 22-25	Nev Co 2022/23 General Maintenance	\$490,594.00	\$0.00	\$490,594.00	\$0.00	\$490,594.00
	TOTAL	\$742,594.00	\$128,390.50	\$614,203.50	\$0.00	\$614,203.50

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



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF NCTC MEETING July 20, 2022

An online 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 Wednesday, July 20, 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
 Susan Hoek
 Ed Scofield
 Jay Strauss
 Duane Strawser
 Jan Zabriskie

Staff Present: Mike Woodman, Executive Director
 Aaron Hoyt, Deputy 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

CONSENT ITEMS

1. Adopt Resolution Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361)
 Resolution 22-20
2. Financial Reports
 April and May 2022
3. NCTC Minutes
 May 18, 2022 and June 29, 2022 NCTC Meeting Minutes
4. TDA Allocation Request from Nevada County
 Resolution 22-21

5. TDA Allocation Request from the City of Grass Valley
Resolution 22-22
6. TDA Allocation Request from the City of Nevada City
Resolution 22-23
7. TDA Allocation Request from the Town of Truckee
Resolution 22-24
8. Allocation Request from County of Nevada for Regional Surface Transportation Program Funds for FY 2022/23 Projects
Resolution 22-25
9. Allocation Request from Nevada City for Regional Surface Transportation Program Funds for FY 2022/23 Projects
Resolution 22-26
10. Grass Valley, Nevada City, Town of Truckee, and Nevada County Local Participation Subrecipient Agreements for FY 2022/23
Resolution 22-27

ACTION: Approved Consent Items by roll call vote

MOTION: Hoek / SECOND: Strawser

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

NOES: None

ABSENT: None

ABSTAIN: None

ACTION ITEMS

11. Professional Services Agreement with DKS Associates to Update the Nevada County Regional Transportation Plan
Resolution 22-28

A key focus of the Nevada County Regional Transportation Plan update is to analyze progress towards achieving previous performance measures. The update is also intended to create a better alignment with state transportation policy guidance such as the Caltrans' California Transportation Plan 2050 and the California State Transportation Agency's Climate Action Plan for Transportation Infrastructure (CAPTI). Funding for this project is included in Work Element 2.1.1 in the FY 2022/23 Overall Work Program. NCTC staff issued a Request for Proposals for the project, and the consulting firm DKS Associates was selected to update the Regional Transportation Plan.

ACTION: Approved Resolution 22-28 by roll call vote
MOTION: Strawser / **SECOND:** Hoek
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

12. READY Nevada County Extreme Climate Event Mobility and Adaptation Plan Final Report Resolution 22-29

The READY Nevada County Extreme Climate Event Mobility and Adaptation Plan identifies climate-related weaknesses of the transportation system in Nevada County and provides 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.). The Plan specifies that through adaptation planning, NCTC can identify how climate change is likely to impact NCTC’s ability to achieve its mission, operate efficiently, and meet its policy and program objectives. By integrating climate change adaptation strategies into planning, NCTC can continue to ensure that resources are invested wisely, operations remain effective in current and future climate conditions, and the region is well positioned for any forthcoming regulations or incentives related to climate change.

ACTION: Approved Resolution 22-29 by roll call vote
MOTION: Arbuckle / **SECOND:** Strawser
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

13. Revision to NCTC Compensation Policy for Annual COLA Adjustment Resolution 22-30

NCTC’s Compensation Policy sets a methodology for determining future compensation increases in a fair and consistent manner. Annually, NCTC has adjusted its salary ranges, as budgets allow, by the average cost of living adjustment (COLA) provided by the local labor market made up of Nevada County, Grass Valley, Nevada City, and Truckee. For the past two years, the Town of Truckee has utilized a combination of a fixed COLA adjustment and performance-based increases in its salary calculations, and plans to continue that methodology. To compare COLA rates equitably, Shellie Anderson of Bryce Consulting recommended that Truckee no longer be included in NCTC’s COLA calculations. NCTC’s Compensation Policy will be amended to specify that Town of Truckee will no longer be included in the local labor market calculations for the average COLA, effective in July of each year. The policy will be revisited if in the future Town of Truckee modifies their policy methodology.

ACTION: Approved Resolution 22-30 by roll call vote
MOTION: Zabriskie / **SECOND:** Strauss
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

14. Amendment 2 to Professional Services Agreement with GHD Inc. for RTMF Update Resolution 22-31

Amendment 2 to the Agreement with GHD Inc. for the update to the Western Nevada County Regional Transportation Mitigation Fee Program increases the compensation amount by \$23,458. The increase in the contract amount is necessary to address the need for additional necessary modifications to the NCTC travel demand model.

ACTION: Approved Resolution 22-31 by roll call vote
MOTION: Strawser / **SECOND:** Arbuckle
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

INFORMATIONAL ITEMS

15. Correspondence

- A. Betty T. Yee, California State Controller, Fiscal Year 2021/22 Third Quarter State Transit Assistance Allocation, File 1370.0, 5/18/2022.
- B. Betty T. Yee, California State Controller, Fiscal Year 2021/22 Third Quarter State of Good Repair Program Allocation, File 370.2.1, 5/18/2022.

16. Executive Director’s Report

Executive Director Woodman addressed the State Budget signed by Governor Newsom that includes approximately \$15 billion in additional state funded investments in transportation infrastructure over the next four years. The budget includes funding for Transit and Rail, High Speed Rail, Goods Movement and Ports, Active Transportation, Grade Separations, Climate Adaptation programs, Highways to Boulevards pilot program, and Clean California Local Grants.

The State Budget Bill included a one-time \$1.05 billion dollar augmentation to the Active Transportation Program (ATP). It is anticipated that the California Transportation Commission will utilize this additional funding to augment the current ATP grant funding available for Cycle 6. In June, grant applications were submitted for ATP Cycle 6 for the Nevada City State Route 49 Multimodal Corridor Improvements, and the SR 174/49/20 Roundabout & Active Transportation Safety Project. Based on the improvements made to the application from the previous submittal, identification of matching funds (qualifying for additional points), and the announcement of the augmentation funds, staff is cautiously optimistic that both projects will be successfully awarded funding in this cycle.

NCTC staff, in coordination with the 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 – Phase 1 & 2, for

consideration by Congressman Doug LaMalfa, Senator Alex Padilla, and Senator Diane Feinstein. NCTC staff have received confirmation that the project was not recommended for funding this cycle.

The Rural Counties Task Force (RCTF) is an advisory body to the California Transportation Commission (CTC) and serves to ensure rural agencies remain engaged and have a unified voice when addressing state and federal transportation funding and policy decisions. 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. At the May 20, 2022 RCTF meeting, Nephele Barrett, Executive Director of Mendocino Council of Governments was elected to serve as Chair, and NCTC's Deputy Executive Director, Aaron Hoyt, was elected to serve a two-year term as Vice Chair of the RCTF.


17. Project Status Report

Sam Vandell, Caltrans District 3 Project Manager for Nevada County, was not in attendance at the meeting. The July Caltrans District 3 Project Status Report is included in the July agenda packet for review and reference.

COMMISSION ANNOUNCEMENTS:

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be September 21, 2022 at 9:30 a.m.

ADJOURNMENT OF MEETING: The meeting was adjourned at 10:24 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
 DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 JAN ZABRISKIE – Town of Truckee



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 370.2.1

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: State of Good Repair Project for FY 2022/23, Resolution 22-33

DATE: September 21, 2022

RECOMMENDATION: Adopt Resolution 22-33 approving the attached State of Good Repair (SGR) Project for Fiscal Year 2022/23.

BACKGROUND: On April 28, 2017 Governor Brown signed Senate Bill (SB) 1, known as the Road Repair and Accountability Act of 2017. SB 1 will provide over \$50 billion in new transportation funding over the next decade to repair highways, bridges and local roads, to make strategic investments in congested commute and freight corridors and to improve transit service. A portion of SB 1 will provide approximately \$105 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects. This funding program is referred to as the State of Good Repair (SGR) program; see attached 2022-23 State of Good Repair Program Allocation Estimate, August 1, 2022.

The SGR program is funded from a portion of a Transportation Improvement Fee on vehicle registrations. This program has a specific goal of keeping transit systems in a state of good repair, including the purchase of new transit vehicles, and maintenance and rehabilitation of transit facilities and vehicles.

Prior to receiving an apportionment of SGR funds in a given fiscal year, a potential recipient agency must submit a list of projects proposed to be funded to their Regional Transportation Planning Agency (RTPA). For FY 2022/23, the only project in NCTC's Regional Project List for SB 1 State of Good Repair Funding is: the Town of Truckee New Transit Center Property Acquisition, Facility Design and Construction. Approval of Resolution 22-33 will allocate \$156,777 to the Town of Truckee's New Transit Center Property Acquisition, Facility Design and Construction project.

Prior to receiving SGR funds, recipients must identify an agent who has authority to act on behalf of the agency. The Executive Director of NCTC will be authorized to execute all required documents of the SGR program.

attachment

**RESOLUTION 22-33
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF STATE OF GOOD REPAIR PROJECT FOR FY 2022/23

WHEREAS, the Nevada County Transportation Commission (NCTC) is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 1 (2017) named the California Department of Transportation (Department) as the administrative agency for the SGR; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

WHEREAS, the Nevada County Transportation Commission wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Director of NCTC.

WHEREAS, the fund recipient (Town of Truckee) agrees to comply with all conditions and requirements set forth in the Certifications and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit projects.

NOW, THEREFORE, BE IT RESOLVED that the Town of Truckee New Transit Center Property Acquisition, Facility Design and Construction project is approved for \$156,777 of State of Good Repair funding for FY 2022/23. This approval is contingent upon Truckee Town Council approval and receipt of the fully executed SGR Subrecipient Agreement for FY 2022/23.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Executive Director of NCTC is authorized to execute all required documents of the SGR program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 21, 2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



BETTY T. YEE
California State Controller

January 31, 2022

County Auditors Responsible for State of Good Repair Program Funds
Transportation Planning Agencies
County Transportation Commissions
San Diego Metropolitan Transit System

SUBJECT: Fiscal Year 2022-23 State of Good Repair Program Allocation Estimate

Enclosed is the summary schedule of State of Good Repair (SGR) program funds available to be allocated for fiscal year (FY) 2022-23 to each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) section 99312.1(c). Allocations for the SGR program are calculated pursuant to the distribution formulas in PUC sections 99313 and 99314. Also enclosed is a schedule detailing the estimated available amount calculated pursuant to PUC section 99314 for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. Pursuant to PUC section 99314.10, the PUC section 99314 allocations are based on the State Controller's Office (SCO) transmittal letter, Reissuance of the FY 2020-21 SGR Program Allocation Estimate, dated July 30, 2021.

According to the FY 2022-23 enacted California Budget, the estimated amount of SGR program funds budgeted is \$121,013,000. Prior to receiving an apportionment of SGR program funds in a fiscal year, an agency must submit a list of proposed projects to the California Department of Transportation (DOT). DOT reports to SCO the eligible agencies that will receive an allocation quarterly pursuant to PUC sections 99313 and 99314. SCO anticipates that the first quarter's allocation to eligible agencies will be paid by November 30, 2022. Please refer to the schedule for the amounts that relate to your agency.

Please contact Mike Silvera by telephone at (916) 323-0704 or email at msilvera@sco.ca.gov with any questions, or for additional information about this schedule. Information for the SGR program can be found on the DOT website at: <https://dot.ca.gov/programs/rail-and-mass-transportation/state-transit-assistance-state-of-good-repair>.

Sincerely,

Melma Dizon

Digitally signed by Melma
Dizon
Date: 2022.01.27 17:33:36
-08'00'

MELMA DIZON

Manager

Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2022-23 STATE OF GOOD REPAIR PROGRAM
ESTIMATED AVAILABLE AMOUNT SUMMARY
JANUARY 31, 2022

Regional Entity	Estimated Available 2022-23 Amount Based on PUC 99313 Allocation	Estimated Available 2022-23 Amount Based on PUC 99314 Allocation	Total Estimated Available 2022-23 Amount Allocation
	A	B	C= (A + B)
Metropolitan Transportation Commission	\$ 11,809,467.00	\$ 32,422,155.00	\$ 44,231,622.00
Sacramento Area Council of Governments	3,003,658.00	1,048,619.00	4,052,277.00
San Diego Association of Governments	1,465,930.00	360,419.00	1,826,349.00
San Diego Metropolitan Transit System	3,616,904.00	1,483,915.00	5,100,819.00
Tahoe Regional Planning Agency	165,673.00	9,561.00	175,234.00
Alpine County Transportation Commission	1,740.00	136.00	1,876.00
Amador County Transportation Commission	57,303.00	2,168.00	59,471.00
Butte County Association of Governments	310,711.00	17,249.00	327,960.00
Calaveras County Local Transportation Commission	69,045.00	844.00	69,889.00
Colusa County Local Transportation Commission	34,108.00	1,496.00	35,604.00
Del Norte County Local Transportation Commission	41,315.00	2,172.00	43,487.00
El Dorado County Local Transportation Commission	266,917.00	18,380.00	285,297.00
Fresno County Council of Governments	1,574,001.00	282,929.00	1,856,930.00
Glenn County Local Transportation Commission	45,501.00	1,265.00	46,766.00
Humboldt County Association of Governments	200,607.00	34,803.00	235,410.00
Imperial County Transportation Commission	285,208.00	26,375.00	311,583.00
Inyo County Local Transportation Commission	28,459.00	0.00	28,459.00
Kern Council of Governments	1,401,546.00	85,972.00	1,487,518.00
Kings County Association of Governments	233,863.00	9,405.00	243,268.00
Lake County/City Council of Governments	98,026.00	5,299.00	103,325.00
Lassen County Local Transportation Commission	42,271.00	1,985.00	44,256.00
Los Angeles County Metropolitan Transportation Authority	15,399,124.00	20,042,663.00	35,441,787.00
Madera County Local Transportation Commission	242,956.00	8,089.00	251,045.00
Mariposa County Local Transportation Commission	27,652.00	775.00	28,427.00
Mendocino Council of Governments	132,872.00	10,172.00	143,044.00
Merced County Association of Governments	436,681.00	21,074.00	457,755.00
Modoc County Local Transportation Commission	14,551.00	1,143.00	15,694.00
Mono County Local Transportation Commission	20,383.00	29,998.00	50,381.00
Transportation Agency for Monterey County	670,451.00	208,585.00	879,036.00
Nevada County Local Transportation Commission	149,425.00	7,352.00	156,777.00
Orange County Transportation Authority	4,835,025.00	1,750,398.00	6,585,423.00
Placer County Transportation Planning Agency	487,814.00	70,186.00	558,000.00
Plumas County Local Transportation Commission	27,774.00	4,536.00	32,310.00
Riverside County Transportation Commission	3,762,913.00	615,929.00	4,378,842.00
Council of San Benito County Governments	97,391.00	1,608.00	98,999.00
San Bernardino County Transportation Authority	3,335,879.00	714,312.00	4,050,191.00
San Joaquin Council of Governments	1,201,233.00	274,122.00	1,475,355.00
San Luis Obispo Area Council of Governments	415,733.00	29,796.00	445,529.00
Santa Barbara County Association of Governments	676,359.00	173,408.00	849,767.00
Santa Cruz County Transportation Commission	400,315.00	370,546.00	770,861.00
Shasta Regional Transportation Agency	272,580.00	14,423.00	287,003.00
Sierra County Local Transportation Commission	4,889.00	189.00	5,078.00
Siskiyou County Local Transportation Commission	67,962.00	2,882.00	70,844.00
Stanislaus Council of Governments	852,353.00	48,202.00	900,555.00
Tehama County Transportation Commission	100,194.00	2,067.00	102,261.00
Trinity County Transportation Commission	20,750.00	810.00	21,560.00
Tulare County Association of Governments	738,543.00	77,629.00	816,172.00
Tuolumne County Transportation Council	81,967.00	2,159.00	84,126.00
Ventura County Transportation Commission	1,280,478.00	208,300.00	1,488,778.00
State Totals	\$ 60,506,500.00	\$ 60,506,500.00	\$ 121,013,000.00

STATE CONTROLLER'S OFFICE
2022-23 STATE OF GOOD REPAIR PROGRAM ESTIMATED AVAILABLE AMOUNT
BASED ON PUC 99314 ALLOCATION DETAIL
JANUARY 31, 2022

Regional Entity and Operator(s)	Revenue Basis	Estimated Available 2022-23 Amount Based on PUC 99314 Allocation
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	29,998.00
Transportation Agency for Monterey County Monterey-Salinas Transit	19,637,486	208,585.00
Nevada County Local Transportation Commission		
County of Nevada	369,077	3,920.00
City of Truckee	323,083	3,432.00
Regional Entity Totals	692,160	7,352.00
Orange County Transportation Authority		
City of Laguna Beach	1,910,271	20,291.00
Orange County Transportation Authority	110,748,483	1,176,348.00
Regional Entity Subtotals	112,658,754	1,196,639.00
Orange County Transportation Authority - Corresponding to SCRRA***	NA	553,759.00
Regional Entity Totals	112,658,754	1,750,398.00
Placer County Transportation Planning Agency		
City of Auburn	21,830	232.00
County of Placer	5,410,141	57,465.00
City of Roseville	1,175,827	12,489.00
Regional Entity Totals	6,607,798	70,186.00
Plumas County Local Transportation Commission		
County of Plumas	346,829	3,684.00
County Service Area 12 - Specialized Service	80,198	852.00
Regional Entity Totals	427,027	4,536.00
Riverside County Transportation Commission		
City of Banning	208,349	2,213.00
City of Beaumont	318,557	3,384.00
City of Corona	426,555	4,531.00
Palo Verde Valley Transit Agency	175,762	1,867.00
City of Riverside - Specialized Service	493,635	5,243.00
Riverside Transit Agency	18,329,390	194,691.00
Sunline Transit Agency	11,506,078	122,215.00
Regional Entity Subtotals	31,458,326	334,144.00
Riverside County Transportation Commission - Corresponding to SCRRA***	NA	281,785.00
Regional Entity Totals	31,458,326	615,929.00
Council of San Benito County Governments		
San Benito County Local Transportation Authority	151,384	1,608.00

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

SUBRECIPIENT AGREEMENT
BETWEEN THE NEVADA COUNTY TRANSPORTATION COMMISSION
AND
THE TOWN OF TRUCKEE
FOR FY 2022-23 STATE OF GOOD REPAIR FUNDS

THIS SUBRECIPIENT AGREEMENT (“Agreement”) is entered into effective September 21, 2022, by and between the Nevada County Transportation Commission (“NCTC”) and the Town of Truckee, California (“SGR Subrecipient”).

WHEREAS, NCTC has been awarded certain State of Good Repair (“SGR”) funds administered through the California Department of Transportation (“Caltrans”), to implement and support capital projects that maintain the public transit system in a state of good repair; and

WHEREAS, SGR Subrecipient is eligible to receive SGR funds as a public body corporate and politic of the State of California; and

WHEREAS, NCTC shall provide oversight and management of the SGR funds distributed to SGR Subrecipient pursuant to this agreement.

NOW, THEREFORE, in consideration of the promises and covenants herein, the parties agree as follows:

1. Certifications and Assurances: SGR Subrecipient agrees to comply with the SGR Recipient Certifications and Assurances.
2. Deposit Account: SGR Subrecipient shall establish a special account for the purpose of depositing therein all payments received from NCTC pursuant to this Agreement. The special account shall be in accordance with State of Good Repair Program Guidelines issued by Caltrans and the Recipient Certifications and Assurances.
3. Third Party Contracting Requirements:
 - a. SGR Subrecipient 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.
 - b. Any subcontract or agreement entered into 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. Pre-award requirements of third-party contractors or consultants shall be consistent with Local Assistance Program requirements published by Caltrans.
4. Accounting: SGR Subrecipient shall establish and maintain an accounting system and records that properly accumulate and segregate fund expenditures by line item. The accounting system, including 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.
5. Audit: SGR Subrecipient, contractors, and subcontractors shall maintain and make available for inspection all books, documents, accounting records, and other evidence pertaining to the performance of contracts utilizing SGR funds, including, but not limited to, the costs of administering such contracts. The SGR Subrecipient shall make such materials available at their offices at all reasonable times for three years from the date of final payment of funds. NCTC, Caltrans, the California State Auditor, or any duly authorized representative of the State of California, shall each have access to all books, records, and documents that are pertinent for audits, examinations, excerpts, and transactions, and shall be furnished copies of the same if requested.
6. Project Completion: SGR Subrecipient agrees to provide to NCTC a report summarizing total project costs and milestones for each project using SGR funds within sixty (60) days of project completion.
7. Successors: This Agreement will be binding on the parties hereto, their assigns, successors, administrators, executors, and other representatives.
8. Waivers: No waiver of any breach of this Agreement will be held to be a waiver of any prior or subsequent breach. The failure of NCTC to enforce at any time the provisions of this Agreement or to require at any time performance by the SGR Subrecipient of these provisions, will in no way be construed to be a waiver of such provisions, nor to affect the validity of this Agreement or the right of NCTC to enforce these provisions.
9. Litigation: SGR Subrecipient will notify NCTC immediately of any claim or action undertaken by it or against it that affects or may affect this Agreement or NCTC and will take such action with respect to the claim or action as is consistent with the terms of this Agreement and the interests of NCTC.
10. Costs and Attorneys' Fees: If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action may recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and reasonable attorneys' fees.

11. Governing Law and Choice of Forum: This Agreement will be administered and interpreted under California law as if written by both parties. Any litigation arising from this Agreement will be brought in the Superior Court of Nevada County.
12. Headings: The headings of the various sections of this Agreement are intended solely for convenience of reference and are not intended to explain, modify, or place any interpretation upon any of the provisions of this Agreement.
13. Authority: Each person signing this Agreement on behalf of a party hereby certifies, represents, and warrants that he or she has the authority to bind that party to the terms and conditions of this Agreement.
14. Counterparts: This Agreement may be executed in multiple counterparts, each of which will constitute an original, and all of which taken together will constitute one and the same instrument.

IN WITNESS WHEREOF, THE PARTIES HAVE ENTERED INTO THIS AGREEMENT AS OF THE DATE FIRST APPEARING ABOVE:

NEVADA COUNTY TRANSPORTATION COMMISSION

Michael W. Woodman, Executive Director

TOWN OF TRUCKEE

Jen Callaway, Town Manager



BETTY T. YEE
California State Controller

August 1, 2022

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

SUBJECT: Fiscal Year 2022-23 State Transit Assistance Allocation Revised Estimate

Enclosed is a revised summary schedule of State Transit Assistance (STA) funds estimated to be allocated for fiscal year (FY) 2022-23 to each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) sections 99313 and 99314. Also enclosed is a schedule detailing the amount of the PUC section 99314 allocation for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. Pursuant to PUC section 99314.10, the PUC section 99314 allocations are based on the State Controller's Office (SCO) transmittal letter, Reissuance of the FY 2020-21 STA Allocation Estimate, dated August 1, 2022. Pursuant to PUC section 99314.3, each TPA is required to allocate funds to the STA-eligible operators in the area of its jurisdiction.

According to the FY 2022-23 enacted California Budget, the estimated amount of STA funds budgeted is \$958,789,000. SCO anticipates the first quarter's allocation will be paid by November 30, 2022. Please refer to the schedule for the amounts that relate to your agency.

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

Sincerely,

MELMA DIZON
Manager
Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2022-23 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE
SUMMARY
AUGUST 1, 2022

Regional Entity	PUC 99313 Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) Fiscal Year 2022-23 Estimate		PUC 99313 Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2022-23 Estimate		PUC 99314 Fiscal Year 2022-23 Estimate	Total Fiscal Year 2022-23 Estimate
	A	B	C	D= (A+B+C)		
Metropolitan Transportation Commission	\$ 50,868,237	\$ 42,277,245	\$ 256,881,538	\$ 350,027,020		
Sacramento Area Council of Governments	13,223,357	10,990,102	8,308,238	32,521,697		
San Diego Association of Governments	6,334,300	5,264,518	2,855,611	14,454,429		
San Diego Metropolitan Transit System	15,628,692	12,989,207	11,757,087	40,374,986		
Tahoe Regional Planning Agency	720,950	599,191	75,753	1,395,894		
Alpine County Transportation Commission	8,018	6,663	1,080	15,761		
Amador County Transportation Commission	269,230	223,761	17,174	510,165		
Butte County Association of Governments	1,346,974	1,119,487	136,666	2,603,127		
Calaveras County Local Transportation Commission	300,979	250,148	6,684	557,811		
Colusa County Local Transportation Commission	145,696	121,090	11,856	278,642		
Del Norte County Local Transportation Commission	181,848	151,136	17,213	350,197		
El Dorado County Local Transportation Commission	1,161,532	965,364	145,623	2,272,519		
Fresno County Council of Governments	6,756,469	5,615,388	2,241,651	14,613,508		
Glenn County Local Transportation Commission	192,083	159,643	10,020	361,746		
Humboldt County Association of Governments	903,078	750,560	275,743	1,929,381		
Imperial County Transportation Commission	1,198,124	995,777	208,972	2,402,873		
Inyo County Local Transportation Commission	126,795	105,381	0	232,176		
Kern Council of Governments	6,078,599	5,052,002	681,150	11,811,751		
Kings County Association of Governments	1,015,689	844,152	74,517	1,934,358		
Lake County/City Council of Governments	450,356	374,297	41,982	866,635		
Lassen County Local Transportation Commission	202,265	168,105	15,727	386,097		
Los Angeles County Metropolitan Transportation Authority	65,884,341	54,757,322	158,798,494	279,440,157		
Madera County Local Transportation Commission	1,051,587	873,987	64,089	1,989,663		
Mariposa County Local Transportation Commission	113,880	94,647	6,144	214,671		
Mendocino Council of Governments	601,297	499,746	80,596	1,181,639		
Merced County Association of Governments	1,899,706	1,578,870	166,970	3,645,546		
Modoc County Local Transportation Commission	58,059	48,254	9,060	115,373		
Mono County Local Transportation Commission	89,387	74,291	237,678	401,356		
Transportation Agency for Monterey County	2,897,723	2,408,335	1,652,628	6,958,686		
Nevada County Local Transportation Commission	676,413	562,176	58,251	1,296,840		
Orange County Transportation Authority	21,127,441	17,559,288	13,868,444	52,555,173		
Placer County Transportation Planning Agency	2,122,803	1,764,288	556,091	4,443,182		
Plumas County Local Transportation Commission	126,554	105,181	35,937	267,672		
Riverside County Transportation Commission	16,272,114	13,523,963	4,880,026	34,676,103		
Council of San Benito County Governments	437,475	363,591	12,740	813,806		
San Bernardino County Transportation Authority	14,616,123	12,147,648	5,659,515	32,423,286		
San Joaquin Council of Governments	5,240,014	4,355,043	2,171,881	11,766,938		
San Luis Obispo Area Council of Governments	1,875,540	1,558,785	236,073	3,670,398		
Santa Barbara County Association of Governments (SBCAG)	2,974,209	2,471,903	1,373,919	6,820,031		
Santa Cruz County Transportation Commission	1,780,955	1,480,174	2,935,847	6,196,976		
Shasta Regional Transportation Agency	1,206,155	1,002,451	114,274	2,322,880		
Sierra County Local Transportation Commission	21,573	17,930	1,496	40,999		
Siskiyou County Local Transportation Commission	292,835	243,379	22,834	559,048		
Stanislaus Council of Governments	3,671,066	3,051,070	381,905	7,104,041		
Tehama County Transportation Commission	434,622	361,220	16,376	812,218		
Trinity County Transportation Commission	107,052	88,972	6,414	202,438		
Tulare County Association of Governments	3,173,641	2,637,654	615,058	6,426,353		
Tuolumne County Transportation Council	369,408	307,019	17,104	693,531		
Ventura County Transportation Commission	5,569,756	4,629,096	1,650,371	11,849,223		
Subtotals	\$ 261,805,000	\$ 217,589,500	\$ 479,394,500	\$ 958,789,000		
State Totals		\$ 479,394,500	\$ 479,394,500	\$ 958,789,000		

STATE CONTROLLER'S OFFICE
2022-23 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL
AUGUST 1, 2022

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) <u>Fiscal Year 2022-23 Estimate</u> A	Funds from RTC Sections 6051.8(b), and 6201.8(b) <u>Fiscal Year 2022-23 Estimate</u> B	Total Fiscal Year 2022-23 Estimate C= (A+B)
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	129,800	107,878	237,678
Transportation Agency for Monterey County Monterey-Salinas Transit District	19,637,486	902,527	750,101	1,652,628
Nevada County Local Transportation Commission				
County of Nevada	369,077	16,963	14,098	31,061
City of Truckee	323,083	14,849	12,341	27,190
Regional Entity Totals	692,160	31,812	26,439	58,251
Orange County Transportation Authority				
City of Laguna Beach	1,910,271	87,795	72,967	160,762
Orange County Transportation Authority	110,748,483	5,089,931	4,230,307	9,320,238
Regional Entity Subtotals	112,658,754	5,177,726	4,303,274	9,481,000
Orange County Transportation Authority - Corresponding to SCRRRA***	NA	2,396,053	1,991,391	4,387,444
Regional Entity Totals	112,658,754	7,573,779	6,294,665	13,868,444
Placer County Transportation Planning Agency				
City of Auburn	21,830	1,003	834	1,837
City of Placer	5,410,141	248,647	206,653	455,300
City of Roseville	1,175,827	54,040	44,914	98,954
Regional Entity Totals	6,607,798	303,690	252,401	556,091
Plumas County Local Transportation Commission				
County of Plumas	346,829	15,940	13,248	29,188
County Service Area 12 - Specialized Service	80,198	3,686	3,063	6,749
Regional Entity Totals	427,027	19,626	16,311	35,937
Riverside County Transportation Commission				
City of Banning	208,349	9,576	7,958	17,534
City of Beaumont	318,557	14,641	12,168	26,809
City of Corona	426,555	19,604	16,293	35,897
Palo Verde Valley Transit Agency	175,762	8,078	6,714	14,792
City of Riverside - Specialized Service	493,635	22,687	18,856	41,543
Riverside Transit Agency	18,329,390	842,407	700,136	1,542,543
Sunline Transit Agency	11,506,078	528,812	439,503	968,315
Regional Entity Subtotals	31,458,326	1,445,805	1,201,628	2,647,433
Riverside County Transportation Commission - Corresponding to SCRRRA***	NA	1,219,255	1,013,338	2,232,593
Regional Entity Totals	31,458,326	2,665,060	2,214,966	4,880,026
Council of San Benito County Governments				
San Benito County Local Transportation Authority	151,384	6,958	5,782	12,740

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

STATE CONTROLLER'S OFFICE 2022/23 STATE TRANSIT ASSISTANCE FUND ALLOCATION REVISED ESTIMATE 8-1-2022

	PUC 99313 Funds RTC 7102(a)(3), 6051.8 (a), and 6201.8(a)	PUC 99313 Funds RTC 6051.8(b), and 6201.8(b)	PUC 99314	Total Fiscal Year 2022/23 Revised Estimate
NCTC	\$676,413.00	\$562,176.00		\$1,238,589.00
Grass Valley			0*	
Nevada City			0*	
Nevada County			\$31,061.00	\$31,061.00
Truckee			\$27,190.00	\$27,190.00
Total			\$58,251.00	\$1,296,840.00

STA amounts were taken from the State Transit Assistance Fund Allocation Revised Estimate prepared by the Office of the State Controller 08/1/2022.

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
 DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 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: Michael Woodman, Executive Director 

SUBJECT: Amendment 1 to the FY 2022/23 Overall Work Program, Resolution 22-34

DATE: September 21, 2022

RECOMMENDATION: Adopt Resolution 22-34 approving Amendment 1 to the FY 2022/23 Overall Work Program (OWP).

BACKGROUND: Resolution 22-34 approves the changes to the FY 2022/23 OWP work elements and budgets described below:

As part of completing the year-end financial reports and reconciliation of expenditures for the 2021/22 fiscal year, staff amends the FY 2022/23 OWP in order to update the estimated revenue carryover amounts. The FY 2022/23 OWP Budget Tables have been adjusted as shown in Table 1, Budget Summary:

- The FY 2022/23 State Rural Planning Assistance (RPA) Formula Funds increased by \$21,731.55 as a result of, the FY 2021/22 RPA Formula Carryover Funds.
- The State Transportation Improvement Program (STIP) Planning (PPM) Funds increased by approximately \$57,545 based on year end expenditures.
- The Local Transportation Fund (LTF) Carryover Funds increased by approximately \$179,017.63 based on the year end expenditures. The LTF Administration Funds were decreased by \$120,806.43 and the LTF Planning Funds were increased by \$122,233.89, and the Contingency Funds were increased by \$182,442.42 to cover liabilities related to employee benefits.
- The Regional Transportation Mitigation Fees (RTMF) Funds have increased by approximately \$9,919.47 from the Budget adopted May 19, 2021, to bring the revenue and expenditures into balance.

Additionally, the OWP amendment includes additional planning activities and associated revenues and expenditures. NCTC in coordination with Nevada County was awarded \$230,000 of Rural Assistance Planning Grant funding for a planning study to analyze the steps required for electrification of the Nevada County Public Works and Transit fleet, as well as public facilities. NCTC staff will manage the planning

study on behalf of Nevada County. As a requirement of receiving the funding, staff has added a Work Element for the study, which describes the additional planning activities and awarded grant funding. The additional planning activities included in Amendment 1 include the following:

- W.E. 2.4.6, Nevada County Fleet Electrification Study, was added for \$230,000.00 (RPA)

These adjustments resulted in a total net budget increase of approximately \$498,211.88.

Table 2, Direct Costs Budget, shows the changes made to the identified projects based on year end accounting. Direct costs were also increased by \$50,000 to fund the procurement of a qualified firm to assist NCTC with State advocacy efforts.

Table 3, Indirect Costs Budget, shows adjustments that were made based on an increase in NCTC's liability insurance, additional cost of services for cyber security, and additional office expenses. The changes result in a net increase of approximately \$1,817.00

Tables 4, 5, and 6 show the detail of the changes summarized on Tables 1, 2, and 3. Additional tasks, products, and budget have been added to Work Element 2.4.6.

attachments

**RESOLUTION 22-34
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF AMENDMENT I TO THE FY 2022/23 OVERALL WORK PROGRAM

WHEREAS, the Nevada County Transportation Commission (NCTC), through the adoption of Resolution 22-16 approved the FY 2022/23 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 2022/23 OWP.

NOW, THEREFORE, BE IT RESOLVED, that the modifications recommended in the attached memorandum are adopted as Amendment I of the FY 2022/23 Overall Work Program.

BE IT FURTHER RESOLVED, that the budget of the FY 2022/23 Overall Work Program is approved as follows:

\$ 882,427.00	Local Transportation Funds (LTF)
\$ 294,000.00	Rural Planning Assistance (RPA) Formula Funds
\$ 21,731.55	Rural Planning Assistance (RPA) Formula Carryover Funds
\$ 230,000.00	Rural Planning Assistance (RPA) Grant Funds
\$ 125,000.00	Rural Planning Assistance (RPA) Grant Carryover Funds
\$ 152,361.98	Regional Transportation Mitigation Fees (RTMF)
\$ 155,669.84	State Transportation Improvement Program (STIP) Planning Funds (PPM)
\$ 69,997.82	Regional Surface Transportation Program (RSTP) Funds
\$ 15,000.00	ALUC Fees
<u>\$ 179,017.63</u>	<u>Local Transportation Funds (LTF) Carryover</u>
\$2,125,205.82	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 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 September 21, 2022, by the following vote:

Ayes:

Noes:

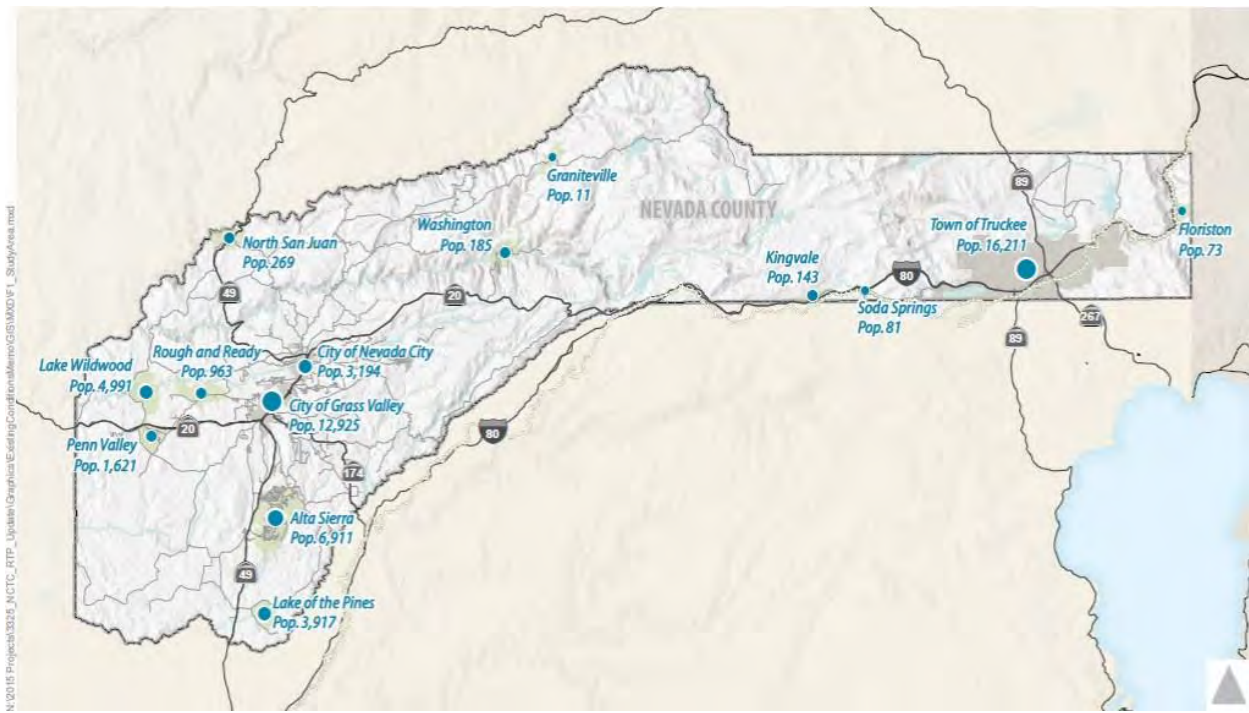
Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

Nevada County Transportation Commission



2022/23 Overall Work Program

Final - May 18, 2022
Amendment 1 – September 21, 2022

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NEVADA COUNTY TRANSPORTATION COMMISSION

CREATING A BETTER FUTURE BY BUILDING UPON SUCCESSES OF THE PAST



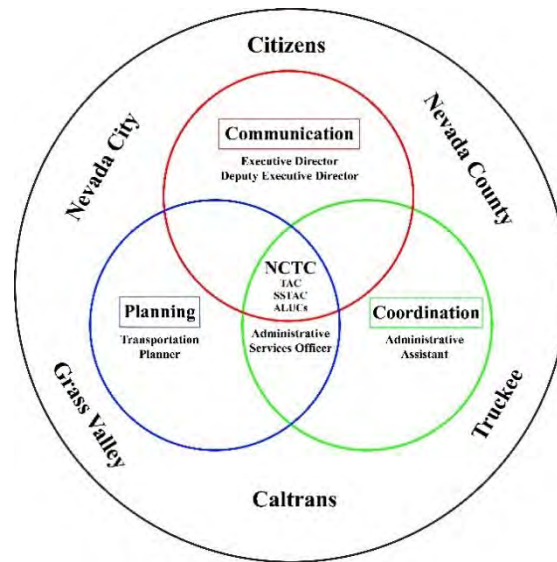
MISSION STATEMENT

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 April 1, 2020, the population of Nevada County was estimated at 102,241. The largest municipality is Truckee with a population of 16,856, followed by Grass Valley at 13,614 and Nevada City at 3,081. Nevada County Quick Facts on Census.gov reported the racial makeup of the county as 84.0% White, followed by 10.1% Hispanic, 1.6% Asian, 1.3% Native American, and 0.7% Black or African-American. Quick Facts indicates that 9.2% 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 2020 Census reported that approximately 28.5% of the county population was over 65 years of age, between 2010 and 2020 that population increased from 19.6% to 28.5%, and it is projected that by 2030 this population is expected to increase to over 40%. 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 and planning efforts indicates progress made toward implementing the goals of the Regional Transportation Plan:

- Support of ongoing operation of Gold Country Connects, Truckee Tahoe Area Regional 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, constructed 2015/16
- SR 89 "Mousehole" Grade Separation, programmed 2012 STIP, constructed 2015/16
- Northeast Grass Valley Sidewalk Improvements, constructed 2015/16

- Newtown Road Class II/III Bike Lanes, constructed 2016/17
- Nevada County Active Transportation Plan, 2018/19
- SR 49 Multimodal Corridor Plan, 2019/20
- SR 174/20 Intersection Analysis, 2019/2020
- NCTC Travel Demand Model Update, 2019/20
- SR 49-La Barr Meadows to McKnight Way, Environmental Impact Report 2021/22, Plans, Specifications, and Estimates 2023/24
- Ready Nevada County Extreme Climate Event Mobility and Adaptation Plan, 2021/22

Federal Planning Factors:

As shown in the chart below, the Federal Planning Factors have been integrated into NCTC’s FY 2022/23 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	WE 2.4.6
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	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	X
Preservation	X		X	X	X	X	X	X	X	X	X	
Resiliency & Reliability	X	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.

Additional/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. (LTF)
- 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 23)

Budget 1.1

Revenues:		
	LTF	\$254,317.85
Total		\$254,317.85
Expenditures:		
	Staff	\$213,753.00
	Indirect	\$35,564.85
	Consulting	\$5,000.00
Total		\$254,317.85

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
- Oversee fiscal and performance audits, as required
- Provide assistance to claimants in completing claims and resolving audit findings and/or recommendations
- Preparation of State Controller's Annual Report
- Annual "Unmet Transit Needs" public hearing
- Preparation of monthly financial reports
- Review and process claims for TDA funds
- Reports to Caltrans regarding FTA grants and RPA funds
- Update transportation/transit claim guidelines and forms
- Administer the Regional Transportation Mitigation Fee Program
- Administer the Regional Surface Transportation Program
- Accounting/payroll
- Coordination of community transit services and funding with Consolidated Transportation Service Agencies
- Triennial Performance Audit for FY 2018/19, 2019/20, and 2020/21

Additional/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 22)
- Manage FY 2022/23 Overall Work Program (July 22-June 23)
- Draft FY 2023/24 Overall Work Program (Mar 23)
- Final FY 2023/24 Overall Work Program (May 23)
- Completed Fiscal and Compliance Audit (May 23)

WORK ELEMENT 1 - COMMUNICATION AND COORDINATION (continued)

Project 1.2 - Fiscal Administration

- 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	\$317,898.63
	RTMF	\$5,000
Total		\$322,898.63
Expenditures:		
	Staff	\$232,683.99
	Indirect	\$38,714.65
	Fiscal Audits	\$51,500.00
Total		\$322,898.63

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.

Additional/Continuing Work:

- Monitor implementation of Comprehensive Multimodal Corridor Plan (CMCP) recommendations. (RPA, LTF, & PPM)
- 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, & PPM)
- 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, & PPM)
- Update Highway Performance Monitoring System (HPMS) data. (RPA, LTF, & PPM)
- 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)

- 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 Final 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, & PPM)
- 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	\$19,546.81
	RPA Formula Carryover	\$4,732.19
	LTF	\$83,289.42
	LTF Carryover	\$2,023.97
	STIP Planning PPM	\$20,669.84
Total		\$130,262.23
Expenditures:		
	Staff	\$47,956.64
	Indirect	\$17,305.58
	Traffic Engineering	\$25,000.00
	Local Agency	\$30,000.00
	Traffic Counts	\$10,000.00
Total		\$130,262.23

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.
- Incorporated into the RTP, policies, strategies, programs, and actions that enhance movement of people, goods, services, and information.
- Prepared and distributed a Request for Proposals to qualified consultants to update the RTP.
- Reviewed proposals, selected consultant, and executed contract to update the RTP.

Additional/Continuing Work:

- 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)
- 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 2045 Nevada County Regional Transportation Plan (May 2023)
- Final 2045 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	\$56,053.91
	STIP PPM	\$75,000.00
	RSTP	\$69,997.82
Total		\$201,051.73
Expenditures:		
	Staff	\$56,053.91
	Consultant	\$144,997.82
Total		\$201,051.73

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.
- 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.
- 2022 RTIP adoption November 17, 2021

Additional/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)
- Begin preparation of draft 2024 RTIP - October 2023 (RPA & LTF)
- Public hearing and adoption of 2024 RTIP - November 2023 (RPA & LTF)
- Submittal of 2024 RTIP to the CTC - December 2023 (RPA & LTF)
- Review consistency of future RTIP projects with the Climate Action Plan for Transportation Infrastructure and California Transportation Plan 2050 (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	\$38,213.01
	LTF	\$14,248.63
Total		\$52,461.64
Expenditures:		
	Staff	\$38,213.01
	Indirect	\$14,248.63
Total		\$52,461.64

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.
- Prepared and distributed an RFP to update the regional traffic model and fee program.
- Selected consultant and executed a contract to update the regional traffic model and fee program.
- Reviewed demographic and traffic model assumptions.

Additional/Continuing Work:

- Annual RTMF program reports. (NCTC, RTMF)
- Project administration. (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)
- 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:

- Working paper on RTMF network, future needs, deficiencies. (Consultant/NCTC) (Oct 2022)
- Revised Capital Improvement Program. (Consultant/NCTC) (Oct 2022)
- Updated cost estimates. (Consultant/NCTC) (Oct 2022)
- Draft Report. (Consultant/NCTC) (Nov 2022)
- Updated Administrative Manual. (Consultant/NCTC) (Nov 2022)
- Final Report with updated fees, project schedule, Nexus Study. (Consultant/NCTC) (Dec 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	\$147,361.98
Total		\$147,361.98
Expenditures:		
	Staff	\$47,424.56
	Consultant	\$99,937.42
Total		\$147,361.98

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
- 2021 Nevada County Coordinated Public Transit-Human Services Transportation Plan.
- Monitor ridership, expenditures, and revenue for each system.
- Hold coordination meetings with transit and paratransit providers.
- Check operational performance indicators for each system.
- Develop and present information regarding alternative forms of transportation that are practical for Nevada County.
- Coordinate with human service transportation providers.
- Distribute press releases and other educational information regarding alternative forms of transportation.
- Participate on the Accessible Transportation Coalition Initiative-Mobility Action Partners Coalition.
- Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA).
- Assisted transit operators with analysis of impacts due to COVID-19.

Additional/Continuing 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 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	\$46,317.03
	LTF	\$13,452.25
Total		\$59,769.29
Expenditures:		
	Staff	\$46,317.03
	Indirect	\$13,452.25
Total		\$59,769.29

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

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

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/Continuing Work Activities:

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

Products:

- Scope of Work (Jan 23)
- Request for Proposals (Feb 23)
- Consultant contract (April 23)
- Technical Memoranda (Aug-Sept 23)
- Draft Report (Dec 23)
- Final Report (Jan 24)

Budget 2.3.3

Revenues:		
	RPA Formula	\$34,534.13
	LTF	\$75,000.00
Total		\$109,534.13
Expenditures:		
	Staff	\$34,534.13
	Consulting	\$75,000.00
Total		\$109,534.13

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning

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

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

Previous Work:

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

Additional/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)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning (continued)

- Coordinate with California State Association of Counties and Rural County Representatives of California regarding transportation policy (RPA & LTF)

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	\$68,486.29
	LTF	\$57,983.07
	LTF Carryover	\$39,667.07
Total		\$166,136.43
Expenditures:		
	Staff	\$79,543.39
	Indirect	\$28,108.04
	Rural Counties Task Force	\$2,000.00
	PCTPA Rail Study	\$5,735.00
	Statewide Local Streets and Roads	\$750.00
	State Advocacy	\$50,000.00
Total		\$166,136.43

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)

Additional/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	\$23,303.16
	ALUC Fees	\$15,000.00
Total		\$38,303.16
Expenditures:		
	Staff	\$23,303.16
	ALUC Reviews	\$15,000.00
Total		\$38,303.16

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 Formula, LTF)
- Establish Project Selection Committee and Project Advisory Committee (NCTC, RPA Formula, LTF)
- Review and rank proposals, conduct oral interviews, and finalize consultant ranking (NCTC, RPA Formula, LTF)
- Select consultant and execute contract (NCTC, RPA Formula, LTF)
- Finalize the work program and refine scope of work (NCTC/Consultant, RPA Formula, LTF)
- Project meetings and coordination (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Project Advisory Committee activities (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Project support and administration of grant (NCTC/Consultant, RPA Formula, LTF)
- Prepare quarterly reports and invoices (NCTC, RPA Formula, LTF)
- Project initiation and data collection (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Review previous research on induced demand and document findings related to rural highway improvements (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Review state guidance documents in relation to induced demand for transportation projects (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Review and collect available data on induced demand related to rural highway improvements (NCTC/Consultant, RPA Formula, RPA Grant, 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 Formula, RPA Grant, LTF)
- Determine the significance and applicability of induced demand for roadway improvement projects in various rural corridors (NCTC/Consultant, RPA Formula, RPA Grant, 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 Formula, RPA Grant, LTF)
- Develop recommended methodologies and thresholds for each jurisdiction (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Prepare Working Papers (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Prepare Administrative Draft (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Prepare Draft Report (NCTC/Consultant, RPA Formula, RPA Grant, LTF)
- Present Draft Report to the Rural Counties Task Force (NCTC/Consultant, RPA Formula, RPA Grant, LTF)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

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

- Prepare Final Report (NCTC/Consultant, RPA Formula, RPA Grant, LTF)

Products:

- Draft Report (Jun 23)
- Revised Draft Report July 23)
- Final Report (Oct 23)

Budget 2.4.4

Revenues:		
	RPA Grant Carryover	\$125,000.00
	RPA Formula	\$30,848.81
	LTF	\$4,784.36
	LTF Carryover	\$13,456.72
Total		\$174,089.89
Expenditures:		
	Staff	\$49,089.89
	Consulting	\$125,000.00
Total		\$174,089.89

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.6 – Nevada County Fleet Electrification Study

Purpose: On behalf of the County of Nevada, the Nevada County Transportation Commission will manage a fleet electrification planning study to identify how the County of Nevada can make the transition to electrification of public fleets to comply with upcoming California Air Resource Board (CARB) regulations related to the Innovative Clean Transit and lightweight, medium-duty, and heavy-duty public fleet electrification regulations.

The study will guide Nevada County in its endeavor to meet the regulations by evaluating and identifying a detailed plan to successfully convert the county vehicle fleet to electric vehicles within the timeline specified by CARB. The infrastructure needs for power delivery and charging, maintenance needs, and capital replacement considerations will be incorporated into the overall plan. Where electrification of certain vehicle fleet mix (e.g. heavy duty trucks) may not be possible due to market readiness, other zero-carbon alternatives will be explored and evaluated for fleet replacement and infrastructure improvements needs.

Work Activities:

- Prepare and distribute a Request for Proposals to qualified consultants (NCTC, RPA Formula)
- Establish Project Selection Committee and Project Advisory Committee (NCTC, RPA Formula)
- Review and rank proposals, conduct oral interviews, and finalize consultant ranking (NCTC, RPA Formula)
- Select consultant and execute contract (NCTC, RPA Formula)
- Finalize the work program and refine scope of work (NCTC, RPA Formula)
- Project meetings and coordination (NCTC/Consultant, RPA Formula, RPA Grant)
- Project Advisory Committee activities (NCTC/Consultant, RPA Formula, RPA Grant)
- Project support and administration of grant (NCTC, RPA Formula)
- Prepare quarterly reports and invoices (NCTC, RPA Formula)
- Develop electric vehicle conversion plan for lightweight, medium, and heavy-duty vehicle fleet (Consultant, RPA Grant)
- Develop electric vehicle conversion plan for the public transit fleet (Consultant, RPA Grant)
- Recommend electric vehicle charging stations plan, including location and type of charges and electric infrastructure improvement plan (Consultant, RPA Grant)
- Develop electric vehicle transition plan by fleet type (Consultant, RPA Grant)
- Develop required Small Transit Rollout Plan for Nevada County Transit (Consultant, RPA Grant)
- Develop funding plan to identify possible funding source to leverage incentives and rebate programs (Consultant, RPA Grant)
- Prepare Administrative Draft (NCTC/Consultant, RPA Formula, RPA Grant)
- Prepare Draft Report (NCTC/Consultant, RPA Formula, RPA Grant)
- Prepare Final Report (NCTC/Consultant, RPA Formula, RPA Grant)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.6 – Nevada County Fleet Electrification Study (continued)

Products:

- Small Transit Agency Rollout Plan (April 2023)
- Administrative Draft Report (January 2024)
- Draft Report (March 2024)
- Final Report (May 2024)

Budget 2.4.6

Revenues:		
	RPA Formula	\$16,999.36
	RPA Grant	\$230,000.00
Total		\$246,999.36
Expenditures:		
	Staff	\$16,999.36
	Consulting	\$230,000.00
Total		\$246,999.36

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 Amend 1

Revenues	Amend 1	Final	Difference
	FY 2022/23	FY 2022/23	
LTF Administration	572,216.49	693,022.92	-120,806.43
LTF Planning	272,060.89	149,827.00	122,233.89
LTF Contingency	38,149.63	39,577.08	-1,427.45
Rural Planning Assistance (RPA) <i>Formula</i>	294,000.00	294,000.00	0.00
Rural Planning Assistance (RPA) <i>Formula</i> Carryover	21,731.55	0.00	21,731.55
Rural Planning Assistance (RPA) Grants	230,000.00	0.00	230,000.00
Rural Planning Assistance (RPA) Grants Carryover	125,000.00	125,000.00	0.00
Regional Transportation Mitigation Fees (RTMF)	152,361.98	142,442.50	9,919.47
STIP Planning Funds (PPM)	155,669.84	98,124.44	57,545.40
ALUC Fees	15,000.00	15,000.00	0.00
Regional Surface Transportation Program (RSTP)	69,997.82	70,000.00	-2.18
LTF Carryover	179,017.63	0.00	179,017.63
TOTAL	2,125,205.82	1,626,993.94	498,211.88

Expenditures	Amend 1	Final	Difference
	FY 2022/23	FY 2022/23	
Salary	661,966.72	621,687.04	40,279.68
Benefits	223,905.36	218,394.98	5,510.37
Direct (Table 2)	869,920.24	601,757.84	268,162.40
Indirect (Table 3)	147,394.00	145,577.00	1,817.00
Contingency	222,019.50	39,577.08	182,442.42
TOTAL	2,125,205.82	1,626,993.94	498,211.87

	Estimated	Actual	Difference
Fund Balance	FY 2022/23	FY 2021/22	
	\$62,805.27	\$241,822.90	(\$179,017.63)

Table 2**Direct Costs Budget FY 2022/23 Amend 1**

Work Element		AMEND 1 FY 22/23	FINAL 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	\$144,997.82	\$145,000.00	(\$2.18)	RPA, PPM, RSTP
2.2.1	RTMF Update	\$99,937.42	\$113,257.84	(\$13,320.42)	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/Intergovernmental Advocacy	\$58,485.00	\$7,000.00	\$51,485.00	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
2.4.6	Nevada County Fleet Electrification Study	\$230,000.00	\$0.00	\$230,000.00	RPA Grant
TOTAL		\$869,920.24	\$601,757.84	\$268,162.40	

Table 3**Indirect Costs Budget FY 2022/23 Amend 1**

ACCT	ITEM	AMEND 1 FY 22/23	FINAL 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	\$24,750	\$21,750	\$3,000	13.79%
1.1	General Liability & Errors and Omissions	\$18,250	\$18,250	\$0	0.00%
1.3	Workers' Compensation	\$6,500	\$3,500	\$3,000	85.71%
	Office Expenses	\$26,904	\$28,802	(\$1,898)	-6.59%
2.1	Phones	\$1,500	\$1,500	\$0	0.00%
2.2	Equipment Rental	\$500	\$500	\$0	0.00%
2.3	Records Storage	\$1,600	\$1,250	\$350	28.00%
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	\$10,254	\$12,652	(\$2,398)	-18.95%
2.12	Postage	\$300	\$150	\$150	100.00%
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:	\$3,515	\$2,800	\$715	25.54%
	TOTAL	\$147,394	\$145,577	\$1,817	1.25%

Table 4

Revenues - FY 2022/23 OWP Amend 1

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						254,317.85					254,317.85
1.2	Fiscal Administration						317,898.63		5,000.00			322,898.63
2.1	Regional Transportation Plan	2,023.97			19,546.81	4,732.19	83,289.42			20,669.84		130,262.23
2.1.1	Regional Transportation Plan Update				56,053.91					75,000.00	69,997.82	201,051.73
2.2	Transportation Improvement Program				38,213.01		14,248.63					52,461.64
2.2.1	RTMF Update								147,361.98			147,361.98
2.3	Transit & Paratransit Programs				46,317.03		13,452.25					59,769.29
2.3.3	Eastern Nevada County Transit Development Plan				34,534.13		75,000.00					109,534.13
2.4	Coordination of Regional Planning	39,667.07			68,486.29		57,983.07					166,136.43
2.4.2	Airport Land Use Commission Planning & Reviews						23,303.16	15,000.00				38,303.16
2.4.4	RCTF Rural Induced Demand Study	13,456.72		125,000.00	30,848.81		4,784.36					174,089.89
2.4.6	Nevada County Fleet Electrification Study		230,000.00									246,999.36
	Contingency	123,869.87					38,149.63			60,000.00		222,019.50
Totals		179,017.63	230,000.00	125,000.00	294,000.00	21,731.55	882,427.00	15,000.00	152,361.98	155,669.84	69,997.82	2,125,205.82

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

Table 5

Expenditures - FY 2022/23 Amend 1

Work Elements		PY	Staff	Indirect	Transportation Engineering	Consulting	Local Agency	Other	Total
1.1	General Services	1.51	213,753.00	35,564.85		5,000.00			254,317.85
1.2	Fiscal Administration	1.51	232,683.99	38,714.65				51,500.00 (1)	322,898.63
2.1	Regional Transportation Plan	0.27	47,956.64	17,305.58	25,000.00		40,000.00 (2)		130,262.23
2.1.1	Regional Transportation Plan Update	0.33	56,053.91			144,997.82			201,051.73
2.2	Transportation Improvement Program	0.20	38,213.01	14,248.63					52,461.64
2.2.1	RTMF Update	0.27	47,424.56			99,937.42			147,361.98
2.3	Transit & Paratransit Programs	0.24	46,317.03	13,452.25					59,769.29
2.3.3	Eastern Nevada County Transit Development Plan	0.20	34,534.13			75,000.00			109,534.13
2.4	Coordination of Regional Planning	0.43	79,543.39	28,108.04		50,000.00	(4)	8,485.00 (3)	166,136.43
2.4.2	Airport Land Use Commission Planning & Reviews	0.14	23,303.16			15,000.00			38,303.16
2.4.4	RCTF Rural Induced Demand Study	0.28	49,089.89			125,000.00			174,089.89
2.4.6	Nevada County Fleet Electrification Study	0.08	16,999.36			230,000.00			246,999.36
	Contingency							222,019.50	222,019.50
TOTAL		5.46	885,872.08	147,394.00	25,000.00	744,935.24	40,000.00	282,004.50	2,125,205.82

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, \$5,735 PCTPA Rail Study, \$750 Statewide Local Streets and Roads
- (4) State Advocacy

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

Table 6 Budget Detail FY 2022/23 Amend 1 Sept 2022

ACCT	ITEM	ALLOCATION
1	Insurance	24,750.00
1.1	General Liability & Errors and Omissions	18,250.00
1.3	Workers' Compensation	6,500.00
2	Office Expenses	26,904.00
2.1	Phones	1,500.00
2.2	Equipment Rental	500.00
2.3	Records Storage	1,600.00
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	10,254.00
2.12	Postage	300.00
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	3,515.00
	Subtotal Items 1-10	93,969.00
11	Contingency	222,019.50
12	Salaries, Wages, & Benefits	885,872.08
12.1	Executive Director	231,164.41
12.11	Deputy Executive Director	202,488.70
12.2	Administrative Services Officer	146,358.14
12.3	Transportation Planner	140,951.95
12.4	Administrative Assistant	99,917.08
12.8	Temporary Employee	64,991.79
13	Other Services	923,345.24
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
13.7	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)	99,937.42
13.16a	Rural Counties Task Force Membership (WE 2.4)	2,000.00
13.16b	Statewide Local Streets and Roads Needs Assessment (WE 2.4)	750.00
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)	144,997.82
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
13.58	County Fleet Electrification (WE 2.4.6)	230,000.00
13.59	State Advocacy (WE 2.4)	50,000.00
13.60	PCTPA Rail Study (WE 2.4)	5,735.00
	TOTAL Budget Items 1-13	2,125,205.82
	Indirect Costs	
	Accounts 1 through 10	93,969.00
	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	147,394.00
	Calculated Indirect Rate Indirect Cost / Salaries & Benefits	16.64%

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



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 1030.2.4.4

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Professional Services Agreement to Develop a Rural Induced Demand Study, Resolution 22-35

DATE: September 21, 2022

RECOMMENDATION: Adopt Resolution 22-35 authorizing the Chair to execute an agreement with DKS Associates to develop a Rural Induced Demand Study, with an amount not to exceed \$125,000.00.

BACKGROUND: Recent guidelines such as the Transportation Analysis Framework (Caltrans, 2020) and Climate Action Plan for Transportation Infrastructure (CalSTA, 2021) established policies directed at reducing vehicle miles traveled (VMT) by supporting projects that do not induce demand through implementation of multimodal transportation options and non-capacity increasing roadway projects. Rural agencies are concerned with the applicability of induced demand guidelines in rural corridors absent significant congestion and are seeking data and analysis to help ensure the issue is correctly addressed in state guidelines and that the associated funding program criteria do not unnecessarily limit the competitiveness of rural projects for state funding programs. Many of the transportation projects featured in rural regional transportation plans include active transportation and complete streets projects to improve rural main streets and multi-modal mobility; however, additional lanes may be required to address operational and safety improvements, as well as, maintaining mobility for tourism and accessibility, and providing sufficient capacity to serve communities during wildfire evacuations.

On behalf of the RCTF, the NCTC began the RFP process to procure a consultant to research, identify and evaluate case studies to determine the occurrence of induced demand and the contributing factors, and make recommendations to appropriately address induced demand on rural highway improvements, including recommendations for addressing these rural highway improvements in relation to the California Environmental Quality Act (CEQA).

On July 6, 2022, NCTC staff issued a Request for Proposals for the project. The consulting firm DKS Associates was selected to update the Regional Transportation Plan.

Funding for this project is included in Work Element 2.4.4 in the FY 2022/23 Overall Work Program, with a budget amount of \$125,000.00 for consultant work spread over two years.

The enclosed agreement, in accordance with Section V, Item A, of NCTC's Administrative Operating Procedures, is being presented to the NCTC for consideration and approval.

attachments

**RESOLUTION 22-35
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)
PROFESSIONAL SERVICES AGREEMENT WITH DKS ASSOCIATES TO DEVELOP A
RURAL INDUCED DEMAND STUDY

WHEREAS, funding for this project has been included in the FY 2022/23 Overall Work Program;
and

WHEREAS, DKS Associates was selected to develop a Rural Induced Demand Study at an amount
not to exceed \$125,000.00; and

WHEREAS, in accordance with NCTC's Administrative Operating Procedures, Section V, Item A,
requires that a contract that exceeds \$10,000 be presented to NCTC for review and approval.

NOW, THEREFORE, BE IT RESOLVED, that the Nevada County Transportation Commission
authorizes the Chair to execute the agreement between NCTC and DKS Associates to develop a
Rural Induced Demand Study.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 21,
2022 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chairman
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE
NEVADA COUNTY TRANSPORTATION COMMISSION
AND
DKS ASSOCIATES
TO PREPARE THE RURAL INDUCED DEMAND STUDY

This Agreement by and between the Nevada County Transportation Commission (hereinafter referred to as “NCTC”), and DKS Associates, (hereinafter referred to as “Consultant”), in consideration of the mutual promises, covenants, and conditions hereinafter set forth, the parties do hereby agree as follows:

1. **Purpose and Scope:** The purpose of this Agreement is to provide a contract for professional services to prepare the Rural Induced Demand Study.

Consultant will provide services as set forth in Exhibit “A” NCTC’s “Request for Proposal to Prepare a Rural Induced Demand Study” and Exhibit “B” Consultant’s proposal entitled, “Proposal to Prepare a Rural Induced Demand Study.” In the event of a conflict between Exhibit “A” and Exhibit “B,” Exhibit “A” shall control.

2. **Engagement of Consultant:** NCTC hereby agrees to engage Consultant, and Consultant hereby agrees to perform the services required to complete the project. The services of Consultant are described in Exhibit “A” and Exhibit “B” which are herein incorporated as part of the Agreement.

3. **Scope of Services:** Consultant shall do, perform, and carry out the services as set forth in Exhibit “A” and Exhibit “B” in accordance with this Agreement. No changes to Exhibit “A” and Exhibit “B” or to this Agreement shall be made without the written agreement of all parties hereto. In the event of a conflict between Exhibit “A” and Exhibit “B,” Exhibit “A” shall control.

Consultant must provide ten (10) bound copies and an electronic version in PDF format on USB flash drive of the draft report to NCTC staff for review and comment prior to finalization. Once changes or considerations are fully addressed, Consultant must deliver fifteen (15) bound copies, one reproducible unbound original, and an electronic version in PDF format on USB flash drive of the final report to NCTC.

4. **Data to be Furnished to Consultant:** All information, data, reports, records and maps as are existing, available, and necessary for the carrying out of the project shall be furnished to Consultant without charge by NCTC, and NCTC shall cooperate with Consultant in every way possible during all phases of the project. All data, including survey documents, prepared or developed or assembled under this Agreement shall be the property of NCTC.
5. **Personnel:** Consultant represents that it has, or will obtain at its own expense, all personnel and/or subcontractors required in performing the services under this Agreement. Such personnel shall not be employees of NCTC.

6. **Standard of Quality:** All work performed by Consultant under this Agreement shall be in accordance with all applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.
7. **Project Representative:** Consultant and NCTC shall each designate a project representative who shall be responsible for coordinating the efforts of the respective party with regard to the performance of the work as set forth under this Agreement. The project representative for NCTC shall be Aaron Hoyt. The project representative for Consultant shall be Jim Damkowitch. Consultant's project representative may only be changed upon prior written approval by NCTC.
8. **Subcontracting:**
 - a. Nothing contained in this Agreement or otherwise shall create any contractual relation between NCTC and any subconsultant(s), and no subcontract shall relieve Consultant of its responsibilities and obligations hereunder. Consultant shall supervise all of its personnel and be responsible for the work of all subcontractors selected for this project. Consultant's obligation to pay its subconsultant(s) is an independent obligation from NCTC's obligation to make payments to the Consultant.
 - b. Consultant shall perform the work contemplated with resources available within its own organization and no portion of the work pertinent to this Agreement shall be subcontracted without written authorization by NCTC's Project Representative, except that which is expressly identified in the approved Cost Proposal.
 - c. Consultant shall pay its subconsultants within ten (10) calendar days from receipt of each payment made to Consultant by NCTC.
 - d. Any subcontract in excess of \$25,000 entered into as a result of this contract shall contain all the provisions stipulated in this contract to be applicable to subconsultants.
 - e. Any substitution of subconsultant(s) must be approved in writing by NCTC's Contract Administrator prior to the start of work by the subconsultant(s).
9. **Time of Performance:**
 - a. This Agreement shall go into effect on September 21, 2022, contingent upon approval by NCTC, and Consultant shall commence work after notification to proceed by NCTC's Contract Administrator or Project Administrator. The contract shall end on June 30, 2024 unless extended by written contract amendment, pursuant to NCTC's Administrative Operating Procedures.
 - b. Consultant is advised that any recommendation for contract award is not binding on NCTC until the contract is fully executed and approved by NCTC.
 - c. Consultant shall complete work as expeditiously as is consistent with generally accepted standards of professional skill and care and the orderly progress of work.

10. **Compensation:** NCTC shall pay Consultant as compensation in full for all services performed by Consultant pursuant to this Agreement, a total sum not to exceed **\$125,000**. Consultant will not perform work, nor be required to perform work, outside those services specified in this Agreement which would result in billings in excess of \$125,000 without the prior written agreement of both parties.
- a. Allowable Costs and Payments: Consultant will be reimbursed for hours worked at the hourly rates specified in Consultant's Cost Proposal and documented in **Exhibit 10-H1 Cost Proposal**. The specified hourly rates shall include direct labor costs, employee benefits, overhead, and fees. These rates are not adjustable for the performance period set forth in this Agreement.
- (1) In addition, Consultant will be reimbursed for incurred (actual) direct costs other than labor costs that are in the Cost Proposal and identified in the Cost Proposal and in the executed Task Order/Scope of Work.
 - (2) Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal.
 - (3) When milestone cost estimates are included in the approved Cost Proposal, Consultant shall obtain prior written approval for a revised milestone cost estimate from NCTC's Project Representative before exceeding such estimate.
 - (4) Progress payments for each Task Order/Scope of Work will be made monthly in arrears based on services provided and actual costs incurred.
 - (5) Consultant shall not commence performance of work or services until this Agreement has been approved by NCTC, and notification to proceed has been issued by NCTC's Project Representative. No payment will be made prior to approval or for any work performed prior to approval of this Agreement.
 - (6) Consultant will be reimbursed, as promptly as fiscal procedures will permit, upon receipt by NCTC's Project Representative of itemized invoices. Invoices itemizing all costs are required for all work performed under each Task Order/Scope of Work. Invoices shall be submitted no later than 45 calendar days after the performance of work for which Consultant is billing. Invoices shall include a written report of the work performed. Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference the contract number **WE244092122** and the finalized project title. Credits due to NCTC that include any equipment purchased under the provisions of Section 45 of this Agreement, must be reimbursed by Consultant prior to the expiration or termination of this Agreement. Invoices shall be mailed to NCTC's Project Representative at the address provided in Exhibit A.
 - (7) The period of performance for Task Orders/Scope of Work shall be in accordance with dates specified in the Task Orders/Scope of Work. No Task Order/Scope of Work will be written which extends beyond the expiration date of this Agreement.

- (8) The total amount payable by NCTC shall not exceed the amount agreed to in Section 10 above, unless authorized by written amendment.
- (9) If the Consultant fails to satisfactorily complete a deliverable according to the schedule set forth in the Scope of Work, no payment will be made until the deliverable has been satisfactorily completed.
- (10) Task Orders may not be used to amend this Agreement and may not exceed the Scope of Work under this Agreement.
- (11) All subcontracts in excess of \$25,000 shall contain the above provisions.

b. Cost Principles and Administrative Requirements:

- (1) Consultant agrees that the contract cost principles and procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., and “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR, Part 200, shall be used to determine the cost allowability of individual items.
- (2) Consultant also agrees to comply with Federal procedures in accordance with 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and 2 CFR Part 225.
- (3) Any costs for which payment has been made to Consultant that are determined by subsequent audit to be unallowable under 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., 23 CFR, 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 225, or any other applicable State or Federal Regulations, are subject to repayment by Consultant to NCTC.
- (4) Transportation and subsistence expenses shall not exceed rates authorized to be paid non-state employees under current State Department of Personnel Administration rules, unless written verification is supplied that government hotel rates are not commercially available to Consultant and/or its subcontractors at the time and location required as specified in the California Department of Transportation’s Travel Guide Exception Process at the following link: <https://dot.ca.gov/programs/accounting/travel-guide>.
- (5) Consultant and subcontractors shall establish and maintain an accounting system conforming to Generally Accepted Accounting Principles (GAAP) which segregates and accumulates the costs of work elements by line item and produces quarterly reports which clearly identify reimbursable costs and other expenditures. Consultant shall also provide NCTC with **Exhibit 10-K: Consultant Certification of Contract Costs and Financial Management System**.
- (6) Contractors and subcontractors shall comply with: 23 CFR; Caltrans’ Local Assistance Procedures Manual (LAPM) (<https://dot.ca.gov/programs/local->

[assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm](#)); Caltrans' Local Assistance Programs Guidelines (LAPG) (<https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-program-guidelines-lapg>); California Public Contract Code, Sections 10300 to 10334, and 10335 to 10381; and all other applicable State and Federal statutes, regulations, and guidelines or additional restrictions, limitations, conditions, or any statute enacted by the state Legislature or adopted by the California Transportation Commission that may affect the provisions, terms, or funding of this project in any manner.

- (7) All subcontracts in excess of \$25,000 shall contain the above provisions.
11. **Method of Payment:** Consultant shall bill NCTC for time and materials for services performed under this Agreement on a monthly basis. Payment by NCTC to Consultant shall be made within 30 days after receipt of Consultant's invoice and acceptance of the work to date. NCTC shall withhold ten percent (10%) of each invoice until the successful completion of the scope of work and the delivery and acceptance by NCTC of all final products. Consultant or subcontractor shall return all monies withheld in retention from all subcontractors within 30 days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by NCTC. Any delay or postponement of payment may take place only for good cause and with NCTC's prior written approval. Any violation of these provisions shall subject the violating Consultant to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to Consultant or subcontractor in the event of a dispute involving late payment or nonpayment by Consultant, deficient subcontractor performance and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors. Consultant is expected to receive payment by electronic deposit.
12. **Termination of Agreement:** NCTC reserves the right to terminate this contract upon ten (10) days written notice to Consultant, with or without cause, with the reasons for termination stated in the notice.
- a. NCTC may terminate this Agreement with Consultant should Consultant fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination, NCTC may proceed with the work in any manner deemed proper by NCTC. If NCTC terminates this Agreement with Consultant, NCTC shall pay Consultant the sum that was due to the Consultant under this Agreement prior to termination, unless the cost of completion to NCTC exceeds the funds remaining in the Agreement, in which case the overage shall be deducted from any sum due Consultant under this Agreement and the balance, if any, shall be paid to Consultant upon demand.
 - b. The maximum amount for which NCTC shall be liable if this Agreement is terminated is \$125,000.
 - c. In the event of termination by either party, all data shall become the property of NCTC subject to the provisions of Section 32.

13. **Interest of Members of NCTC and Others:** No officer, member, or employee of NCTC and no member of the governing body, and no other public official of the governing body of the locality or localities in which the project is situated or being carried out who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Agreement which affects his or her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof. In addition, Consultant shall notify NCTC of any such direct or indirect personal or pecuniary interest prior to entering into this Agreement, or if discovered after execution of the Agreement, immediately upon learning of such interest.
14. **Assignability:** Consultant shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of NCTC thereto; provided, however, that claims for money due or to become due to Consultant from NCTC under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval provided there is no dispute as to the amount of funds due to Consultant. Notice of any such assignment or transfer shall be furnished promptly to NCTC.
15. **Rebates, Kickbacks, or Other Unlawful Consideration:** Consultant warrants that this Agreement was not obtained or secured through rebates, kickbacks or other unlawful consideration, either promised or paid to any NCTC employee. For breach or violation of this warranty, NCTC shall have the right (in its discretion) to: terminate the contract without liability to pay only for the value of the work actually performed; deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

Furthermore, Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working for Consultant, to solicit or secure this Agreement; and that it has not paid or agreed to pay any company or person other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award, or formation of this Agreement. For breach or violation of this warranty, NCTC shall have the right (in its discretion) to: terminate the contract without liability to pay only for the value of the work actually performed; deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.
16. **Findings Confidential:** Any reports, information, data, etc. given to, prepared by, or assembled by Consultant shall be held as confidential, and shall not be made available to any individual or organization by Consultant without the prior written approval of NCTC.
17. **Copyright:** No reports, maps, or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Consultant.
18. **Availability of Records/Audit Review Procedures:** Consultant shall document the results of the work to the satisfaction of NCTC, and if applicable, the State and U.S. Department of Transportation (DOT). Such documentation may include preparation of progress and final reports, plans, specifications and estimates, or similar evidence of attainment of contract objectives.

- a. Retention of Records/Audit: For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq. (when applicable and other matters connected with the performance of the contract pursuant to Government Code 8546.7), Consultant, subconsultants, and NCTC shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the costs of administering the Agreement.
 - (1) All parties shall make such materials available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the Agreement. The state, State Auditor, NCTC, FHWA, or any duly authorized representative of the Federal Government shall have access to any books, records, and documents of Consultant and its certified public accountants' (CPA) work papers that are pertinent to the contract and indirect cost rates (ICR) for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.
 - (2) Subcontracts in excess of \$25,000 shall contain this provision.
 - b. Audit Review Procedures:
 - (1) Any dispute concerning a question of fact arising under an interim or post audit of this contract that is not disposed of by agreement, shall be reviewed by NCTC's Executive Director.
 - (2) Not later than 30 days after issuance of the final audit report, Consultant may request a review by NCTC's Executive Director of unresolved audit issues. The request for review will be submitted in writing.
 - (3) Neither the pendency of a dispute nor its consideration by NCTC will excuse Consultant from full and timely performance, in accordance with the terms of this contract.
19. **Compliance with Applicable Laws**: Consultant agrees to conduct and execute the project in compliance with all applicable local, state and federal laws, codes, ordinances, regulations, orders, and decrees. This includes compliance with prevailing wage rates and their payment in accordance with California Labor Code, Section 1775. Consultant shall keep itself fully informed of and shall observe and comply with and shall cause any and all persons, firms, or corporations employed by it or under it to observe and comply with all state and national laws and county and municipal ordinances, regulations, orders and decrees which in any manner affect those engaged or employed in the services described by this Agreement or the material used or which in any way affect the conduct of the work.

Consultant warrants and represents to NCTC that Consultant shall, at its own cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals that are legally required for Consultant to practice its profession or are necessary and incident to the performance of the services and work Consultant performs under this Agreement. Consultant shall provide written proof of such licenses, permits, insurance and approvals upon request by NCTC. NCTC is not

responsible or liable for Consultant's failure to comply with any or all of the requirements contained in this paragraph.

20. **Insurance:** Consultant shall maintain, at Consultant's own expense during the term hereof, insurance with respect to Consultant's business, the premises and all activities or services in the performance of this Agreement, of the types and in the minimum amounts described generally as follows:
- a. Full Workers' Compensation covering all employees of Consultant as required by law in the State of California, and Employers' Liability Coverage of \$1,000,000. Consultant acknowledges that it is aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and it certifies that it will comply with such provisions before commencing the performance of the work of this contract. Copies of the certificates evidencing such insurance shall be provided to NCTC upon request.
 - b. Comprehensive Public Liability Insurance or Comprehensive Liability Insurance (Bodily Injury and Property Damage) of \$1,000,000 combined single limit per occurrence, including, but not limited to, endorsements for the following coverages: personal injury, premises-operations, products and completed operations, blanket contractual, and independent contractor's liability. If Comprehensive Liability Insurance or other form has a general aggregate limit, such limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
 - c. Comprehensive Automobile Liability Insurance (Bodily Injury and Property Damages) on owned, leased, and non-owned vehicles used in connection with Consultant's business of \$1,000,000 combined single limit per occurrence.
 - d. Throughout the duration of the project, Consultant shall carry professional liability insurance in a standard form, including Errors and Omission coverage, with a company approved by NCTC. Said insurance shall be written with limits of \$500,000 for each incident and \$1,000,000 in the aggregate. NCTC may waive this Section "d" at its discretion, in the event such insurance is not available for the type of service being provided by Consultant.
 - e. Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions in excess of \$5,000 must be declared to and approved by NCTC.
 - f. Required Provisions: The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:
 - (1) For any claims related to this Agreement, Consultant's insurance coverage shall be primary insurance as respects to NCTC, its directors, officers, employees and agents. Any insurance or self-insurance maintained by NCTC, or its directors, officers, employees or agents shall be in excess of Consultant's insurance and shall not contribute to it.

- (2) Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- g. Acceptability of Insurers: Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise approved by NCTC.
- h. Certificate of Insurance and Additional Insured Requirement: **Consultant shall furnish to NCTC original Certificates of Insurance** on a standard ACORD form, or other form acceptable to NCTC, substantiating the required coverages and limits set forth above and also containing the following statement with respect to the General Liability policy: "Nevada County Transportation Commission and its directors, officers, employees and agents, are made additional insureds, but only insofar as the operations under this Agreement are concerned."
- i. Certified Copies of Policies: Upon request by NCTC, Consultant shall immediately furnish a complete copy of the Comprehensive Public Liability or Comprehensive Liability policy required hereunder, including all endorsements, with said copy certified by the insurance company to be a true and correct copy of the original policy.
- j. Consultant's Responsibility: Nothing herein shall be construed as limiting in any way the extent to which Consultant may be held responsible for damages resulting from Consultant's operations, acts, omissions, or negligence. Insurance coverage obtained in the minimum amounts specified above shall not relieve Consultant of liability in excess of such minimum coverage, nor shall it preclude NCTC from taking other actions available to it under this Agreement or by law, including but not limited to, actions pursuant to Consultant's indemnity obligations.
- k. Notice: Consultant agrees that none of the required coverages set forth in this Section 20 shall be suspended, voided, canceled, terminated, or reduced in coverage or limits, without thirty (30) days' prior written notice to NCTC by certified mail, return receipt requested.
21. **Indemnification**: Consultant agrees to indemnify, fund the defense of, and hold harmless, NCTC and its directors, officers, agents, and employees (the "Indemnitees") from and against any and all actions, suits, claims, demands, liabilities, damages, costs and expenses, including reasonable attorneys' fees and costs, to the extent arising out of, pertaining to, relating to, or in any way connected with the performance of this Agreement, however caused, regardless of any negligent act of an Indemnitee, whether active or passive, excepting only such claims as may be caused by the sole active negligence or willful misconduct of an Indemnitee. Consultant shall pay all costs that may be incurred by NCTC in enforcing this indemnity, including reasonable attorneys' fees. The provisions of this Section shall survive the expiration, termination or assignment of this Agreement.
22. **Governing Law and Choice of Forum**: This Agreement shall be administered and interpreted under California law as if written by both parties. Any litigation arising from this Agreement shall be brought in the Superior Court of Nevada County.
23. **Prevailing Party**: Should any dispute arise hereunder, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs.

24. **Conflict of Interest:**

- a. Consultant shall disclose any financial, business, or other relationship with NCTC that may have an impact upon the outcome of this Agreement, or any ensuing NCTC construction project. Consultant shall also list current clients who may have a financial interest in the outcome of this contract, or any project, which will follow.
- b. Consultant hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this Agreement.
- c. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.
- c. Consultant shall immediately notify NCTC of any and all potential violations of this paragraph upon becoming aware of the potential violation.

25. **Political Reform Act Compliance:** Consultant is aware and acknowledges that certain contractors that perform work for governmental agencies are “consultants” under the Political Reform Act (the “Act”) (Government Code § 81000, et seq.) and its implementing regulations (2 California Code of Regulations § 18110, et seq.). Consultant agrees that any of its officers or employees deemed to be “consultants” under the Act by NCTC, as provided for in the Conflict of Interest Code for NCTC, shall promptly file economic disclosure statements for the disclosure categories determined by NCTC, to be relevant to the work to be performed under this Agreement and shall comply with the disclosure and disqualification requirements of the Act, as required by law.

26. **Independent Contractor:** In performing services under this Agreement, Consultant is and shall act as an independent contractor and not an employee, representative, or agent of NCTC. Consultant shall have control of its work and the manner in which it is performed. Consultant expressly warrants that neither Consultant nor any of Consultant’s employees or agents shall represent themselves to be employees or agents of NCTC.

27. **National Labor Relations Board Certification:** Consultant, by signing this Agreement, does swear under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against Consultant within the immediately preceding two-year period because of Consultant’s failure to comply with an order of a federal court which orders Consultant to comply with an order of the National Labor Relations Board (Public Contract Code § 10296).

28. **Americans with Disabilities Act (ADA) of 1990:** By signing this Agreement, Consultant assures NCTC that it complies with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. § 12101, et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA, including but not limited to, those found within the Code of Federal Regulations, Title 49, Parts 27, 37, and 38.

29. **Equal Employment Opportunity/Title VI Compliance:** Consultant shall comply with Title VI of the Civil Rights Act of 1964, as amended, the provisions contained in 49 CFR Part 21 through Appendix C, 23 CFR Part 200, 23 CFR Part 230, 49 U.S.C. 5332, and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794.

- a. During the performance of this Agreement, Consultant and its subcontractors shall not unlawfully discriminate, harass, or allow harassment, against any employee or applicant for employment because of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition, age, marital status, denial of family and medical care leave, and denial of pregnancy disability leave.
- b. Consultant and its subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.
- c. Consultant shall comply with Executive Order 11246, entitled "Equal Employment Opportunity" as amended by Executive Order 11375, and as supplemented in the Department of Labor Regulation (41 CFR Part 60), and any other applicable federal and state laws and regulations relating to equal employment opportunity, including the provisions of the California Fair Employment and Housing Act (Government Code § 12900, et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, § 7285.0, et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code §§ 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Consultant and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- d. Consultant shall also comply with the Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age, Section 324 of Title 23 U.S.C., prohibiting discrimination based on gender, and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and 49 CFR Part 27 regarding discrimination against individuals with disabilities.
- e. Solicitations for Subcontractors, including procurement of materials and equipment: In all solicitations either by competitive bidding or negotiations made by Consultant for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by Consultant of Consultant's obligations under this Agreement and the statutes and regulations relative to nondiscrimination set forth herein.
- f. Information and Reports: Consultant shall provide all information and reports required by applicable federal and state laws and regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by NCTC or the Federal Transit Administration to be pertinent to ascertain compliance with such laws and regulations, orders and instructions, including but not limited to permitting access to all records of employment, employment advertisements, application forms and other pertinent data and records by the State Fair Employment Practices and Housing Commission or any other agency designated to investigate compliance with this section. Where any information is required of

- (1) Receive a copy of Consultant's Drug-Free Workplace Policy Statement; and
- (2) Agree to abide by the terms of Consultant's Statement as a condition of employment on this Agreement.

31. **Union Organizing:** By signing this Agreement, Consultant hereby acknowledges the applicability of Government Code § 16645 through § 16649 to this Agreement, excluding § 16645.2 and § 16645.7.

- a. Consultant will not assist, promote, or deter union organizing by employees performing work on this Agreement if such assistance, promotion, or deterrence contains a threat of reprisal or force, or a promise of benefit.
- b. Consultant will not meet with employees or supervisors on NCTC or state property if the purpose of the meeting is to assist, promote, or deter union organizing, unless the property is equally available to the general public for meetings.

32. **Ownership of Documents:** Original document, methodological explanations, computer programs, drawings, designs and reports generated by this Agreement shall belong to and become the property of NCTC. Consultant is not liable for changes made by others or any use beyond the scope of this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of NCTC.

It is understood that in addition to NCTC, state and federal funding agencies shall have the right to reproduce, publish, or otherwise use, and authorize others to use, the information developed from federally reimbursed projects.

33. **Campaign Contribution Disclosure:** Consultant has complied with the campaign contribution disclosure provisions of the California Levine Act (Government Code § 84308) and has completed the **Levine Act Disclosure Statement** attached hereto as **Exhibit C**.

34. **Entire Agreement and Amendment:** This Agreement contains the entire agreement of the parties, and supersedes any prior written or oral agreements between them concerning the subject matter contained herein. There are no representations, agreement arrangements, or understandings, oral or written, between the parties relating to the subject matter contained in this Agreement, which are not fully expressed herein.

The provisions of this Agreement may be waived, altered, amended, or repealed in whole or in part only upon written consent of all parties to this Agreement. Consultant shall only commence work covered by an amendment after the amendment is executed and notification to proceed has been provided by NCTC.

35. **Severability:** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and shall be enforced to the fullest extent permitted by law, unless the exclusion of such term or provision, or the application

of such term or provision, would result in such a material change so as to cause completion of the obligations contemplated herein to be unreasonable.

36. **Headings:** The headings of the various sections of this Agreement are intended solely for convenience of reference and are not intended to explain, modify, or place any interpretation upon any of the provisions of this Agreement.
37. **Authority:** Each person signing this Agreement on behalf of a party hereby certifies, represents, and warrants that he or she has the authority to bind that party to the terms and conditions of this Agreement.
38. **Counterparts:** This Agreement may be executed in multiple counterparts, each of which shall constitute an original, and all of which taken together shall constitute one and the same instrument. Documents executed, scanned, and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.
39. **Necessary Acts:** Each party to this Agreement agrees to perform any further acts and execute and deliver any further documents that may be reasonably necessary to carry out the provisions of this Agreement.
40. **Disadvantaged Business Enterprise:** It is the policy of NCTC that Disadvantaged Business Enterprises (DBE), as defined in Title 49, Part 26 of the Code of Federal Regulations (49 CFR 26) entitled, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs," shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this Agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to this Agreement.

Exhibit 10-O1 Consultant Proposal DBE Commitment and Exhibit 10-O2 Consultant Contract DBE Commitment are attached to the Agreement. The purpose of these forms is to provide information regarding DBE participation and to reference them as necessary forms to collect data required under 49 CFR 26. Even if no DBE participation will be reported, Consultant agrees to complete and sign the forms and return them with the executed Agreement.

- a. **Non-discrimination:** "The Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR, Part 26 in the award and administration of U.S. DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as recipient deems appropriate." Each subcontract signed by the Consultant in the performance of this Agreement must include an assurance that the Consultant and subcontractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this Agreement.
- b. **Prompt Payments to DBE and Non-DBE Subcontractors:** Subrecipient shall insert the following clauses in any contract funded under this Agreement:

- (1) Contractor agrees to pay each subcontractor under this Agreement for satisfactory performance of its contract no later than 30 days from the receipt of each payment Contractor receives from Consultant. Any delay or postponement of payment from the above-referenced time frame may occur only for good cause following written approval of Consultant. This clause applies to both DBE and non-DBE subcontracts.
- (2) Contractor agrees to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above-referenced time frame may occur only for good cause following written approval of Consultant. Pursuant to 49 CFR Section 26.29, a subcontractor's work will be deemed satisfactorily completed when all the tasks called for in the subcontract have been accomplished and documented as required by Consultant agency. If Consultant makes an incremental acceptance of a portion of the work hereunder, the work of a subcontractor covered by that acceptance will be deemed satisfactorily completed. This clause applies to both DBE and non-DBE subcontracts.

In the event Contractor fails to promptly return retainage as specified above, Consultant shall consider it a breach of this Agreement, which may result in the termination of this Agreement or other such remedy as Consultant agency deems appropriate including, but not limited to, administrative sanctions or penalties, including the remedies specified in Section 7108.5 of the California Business and Professions Code.

- (3) The foregoing requirements shall not be construed to limit or impair any contractual, administrative, or judicial remedies otherwise available to Contractor or subcontractor in the event of a dispute involving late payment or non-payment to the Contractor or deficient subcontract performance or noncompliance by a subcontractor.
- c. Records: The Consultant shall maintain records of all subcontracts entered into with certified DBE subcontractors and records of materials purchased from certified DBE suppliers. The records shall show the name and business address of each DBE subcontractor or vendor and the total dollar amount actually paid each DBE subcontractor or vendor. The records shall show the date of payment and the total dollar figure paid to all firms. Upon completion of the contract, with submittal of the final invoice, the Consultant agrees to complete **Exhibit 17-F Final Report-Utilization of Disadvantaged Business Enterprises (DBE), First-Tier Subcontractors** (attached) whether or not DBE participation is obtained. A summary of the DBE records shall be prepared, certified correct, and submitted on the form. The Consultant is to show total dollars paid to each DBE subcontractor and supplier.
- d. Termination of a DBE: In conformance with Federal DBE regulation Section 26.53(f)(1) and 26.53(f)(2), Part 26, 49 CFR, the Consultant shall not:
- (1) Terminate for convenience a listed DBE subcontractor and then perform

that work with its own forces (personnel), or those of an affiliate, unless the Consultant has received prior written authorization from the project representative of NCTC to perform the work with other forces (other than the Consultant's own personnel) or to obtain materials from other sources; and

(2) If a DBE subcontractor is terminated or fails to complete its work for any reason, the Consultant shall be required to make good faith efforts to replace the original DBE subcontractor with another DBE.

(3) Noncompliance by the Consultant with the requirements of this paragraph is considered a material breach of this Agreement and may result in termination of the Agreement or other such appropriate remedies for a breach of this Agreement as NCTC deems appropriate.

- e. **DBE Certification and Decertification:** If a DBE subcontractor is decertified during the life of the contract, the decertified subcontractor shall notify the Consultant in writing with the date of decertification. If a subcontractor becomes a certified DBE during the life of the contract, the subcontractor shall notify the Consultant in writing with the date of certification. The Consultant shall then provide to the project representative of NCTC written documentation indicating the DBE's existing certification status.

Any subcontract entered into as a result of the Agreement shall contain all of the provisions of this section.

41. **Debarment, Suspension, and Other Responsibilities:** Consultant certifies and warrants that neither Consultant firm nor any owner, partner, director, officer, or principal of Consultant, nor any person in a position with management responsibility or responsibility for the administration of funds:

- a. Is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal or state department or agency.
- b. Has within the three-year period preceding this Agreement, been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- c. Is presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commissions of any of the offenses enumerated in paragraph "b" above.
- d. Has within a three-year period preceding this Agreement, had one or more public transactions or contracts (federal, state, or local) terminated for cause or default.

Consultant further certifies that it shall not knowingly enter into any transaction with any subconsultant, material supplier, or vendor who is debarred, suspended, declared ineligible,

or voluntarily excluded from covered transactions by any federal or state department/agency.

42. **Non-lobbying Certification:** Consultant certifies, to the best of his or her knowledge and belief, that:
- a. No State or Federal appropriated funds have been paid or will be paid, by or on behalf of Consultant, to any person for influencing or attempting to influence an officer or employee of any state or federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the making of any State or Federal grant, the making of any State or Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.
 - b. If any funds other than State or Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, Consultant shall complete and submit **Exhibit 10-Q Disclosure of Lobbying Activities** (attached) in accordance with its instructions.
 - c. This certification is a material representation of fact upon which reliance was placed when this Agreement was entered into. Submission of this certification is a prerequisite for making or entering into this Agreement, imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure.
 - d. Consultant also agrees by signing this Agreement that it shall require that the language of this certification be included in all lower-tier subcontracts which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.
43. **Clean Air Act:** Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, including sections 174 and 176, subdivisions (c) and (d) (42 U.S.C. §§ 7504, 7506 (c) and (d)) and 40 CFR Part 93 (“Clean Air requirements”). Consultant agrees to report each Clean Air requirement violation to NCTC and understands and agrees that NCTC will, in turn, report each Clean Air requirement violation as required to assure notification to FTA and the appropriate EPA Regional Office. Consultant also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.
44. **Disputes:** Any dispute, other than audit, concerning a question of fact arising under this contract that is not disposed of by agreement shall be decided by a committee consisting of NCTC’s Executive Director and Chairperson, who may consider written or verbal

information submitted by Consultant. Not later than 30 days after completion of all work under the contract, Consultant may request review by NCTC's Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.

Any dispute concerning a question of fact arising under an audit of this Agreement shall be reviewed by NCTC's Executive Director. Not later than 30 days after issuance of the final audit report, Consultant may submit a written request for review by the Executive Director of unresolved audit issues.

Neither the pendency of a dispute, nor its consideration by the committee or Executive Director, will excuse Consultant from full and timely performance in accordance with this Agreement.

45. **Equipment Purchase:**

- a. Written prior authorization by NCTC's Project Representative is required before Consultant enters into any unbudgeted purchase order, or subcontract exceeding \$5,000 for supplies, equipment, or services not included in Exhibit A. Consultant shall provide an evaluation of the necessity or desirability of incurring such costs.
- b. For purchase of any item, service or consulting work not covered in Consultant's Cost Proposal and exceeding \$5,000, prior authorization by NCTC's Project Representative must be obtained, three competitive quotations must be submitted with the request, or the absence of bidding must be adequately justified.
- c. Any equipment purchased as a result of this agreement is subject to the following: "Consultant shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least one year and an acquisition cost of \$5,000 or more. If the purchased equipment is removed from use for the Project before the end of its useful life, Consultant may either keep the equipment for non-project purposes and credit NCTC in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, and credit NCTC in an amount equal to the sales price. If Consultant elects to keep the equipment, fair market value shall be determined at Consultant's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to NCTC and Consultant, and if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by NCTC."
- d. All subcontracts in excess \$25,000 shall contain the above provisions.

46. **Safety:** Consultant shall comply with any applicable OSHA regulations regarding necessary safety equipment or procedures, and safety instructions issued by NCTC, if any.

47. **State Prevailing Wage Rates:** The State of California's General Prevailing Wage Rates are not applicable to this Agreement.

IN WITNESS HEREOF, this Agreement between the Nevada County Transportation Commission and DKS Associates has been executed by the parties hereto the day and year shown below.

NEVADA COUNTY TRANSPORTATION COMMISSION

By: _____ Date: _____
Chair
Nevada County Transportation Commission

Nevada County Transportation Commission Counsel, Approved as to Form

By: _____ Date: _____
Sloan Sakai Yeung & Wong LLP

CONSULTANT

By: _____ Date: _____

PLEASE RETURN THE FOLLOWING SIGNED FORMS WITH AGREEMENT:

- Exhibit A: NCTC RFP
- Exhibit B: Consultant's Proposal
- Exhibit C: Levine Act Disclosure Statement
- Exhibit 10-H1: Cost Proposal (included in Consultant's Proposal)
- Exhibit 10-H1 Worksheet: Extended Hourly Rates to Reconcile with 10-H1
- Exhibit 10-K: Consultant Annual Certification of Indirect Costs and Financial Management System
- Exhibit 10-O1: Consultant Proposal DBE Commitment (included in Consultant's Proposal)
- Exhibit 10-O2: Consultant Contract DBE Commitment (included in Consultant's Proposal)
- Exhibit 10-Q: Disclosure of Lobbying Activities
- Certificate of Insurance
- Electronic Deposit Authorization Form
- Vendor Data Record

- Exhibit 17-F: Final Report-Utilization of Disadvantaged Business Enterprises (to be submitted after final invoice)

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



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 420.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Membership on the Nevada County Economic Resource Council Board of Directors

DATE: September 21, 2022

RECOMMENDATION: Appoint a representative to serve on the Nevada County Economic Resource Council (NCERC) Board of Directors.

BACKGROUND: The NCERC is focused on assisting with business attraction, creation, and retention. To accomplish its mission, the NCERC collaborates with community leaders in business, government, chambers of commerce, and business associations to support local job creation and economic opportunity and help individual businesses prosper. Additional information about the NCERC is available on its website at <https://ncerc.org/>.

The primary role of the NCERC Board of Directors is to establish direction and develop policy for the organization. They are committed to enhancing the economic vitality of Nevada County by supporting the retention, creation, and attraction of primary jobs, while retaining our unique environment. In recognition of the fact that our local jurisdictions have representatives on the NCERC, the Commission has in the past selected one of its “At-Large” members to serve on the Council. The appointed representative will serve until a successor is selected by NCTC.



BETTY T. YEE
California State Controller

August 17, 2022

County Auditors Responsible for State of Good Repair Program Funds
 Transportation Planning Agencies
 County Transportation Commissions
 San Diego Metropolitan Transit System

SUBJECT: Fiscal Year 2021-22 Fourth Quarter State of Good Repair Program Allocation

Enclosed is a summary schedule of State of Good Repair (SGR) program funds allocated for the fourth quarter of fiscal year (FY) 2021-22 to each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) section 99312.1(c). Allocations for the SGR program are calculated pursuant to the distribution formulas in PUC sections 99313 and 99314. Also enclosed is a schedule detailing the amount calculated pursuant to PUC section 99314 for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. Pursuant to PUC section 99314.10, the PUC section 99314 allocations are based on the State Controller's Office transmittal letter, Reissuance of the FY 2020-21 SGR Program Allocation Estimate, dated August 1, 2022.

This is the fourth allocation for FY 2021-22. The total amount allocated to all agencies for the fourth allocation is \$19,577,199.00. The payment is scheduled to issue on August 18, 2022. Please refer to the schedule for the amounts that relate to your agency.

Please contact Mike Silvera by telephone at (916) 323-0704 or email at msilvera@sco.ca.gov with any questions, or for additional information about this schedule. Information for the SGR program can be found on the California Department of Transportation website at: <https://dot.ca.gov/programs/rail-and-mass-transportation/state-transit-assistance-state-of-good-repair>.

Sincerely,

MELMA DIZON
 Manager
 Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2021-22 STATE OF GOOD REPAIR PROGRAM
FOURTH QUARTER ALLOCATION SUMMARY
AUGUST 18, 2022

Regional Entity	Amount Based on PUC 99313 Allocation Fiscal Year 2021-22 Quarter 4	Amount Based on PUC 99314 Allocation Fiscal Year 2021-22 Quarter 4	Total Fiscal Year 2021-22 Quarter 4
	A	B	C= (A+B)
Metropolitan Transportation Commission	\$ 1,910,507.90	\$ 5,264,616.22	\$ 7,175,124.12
Sacramento Area Council of Governments	485,924.76	170,271.82	656,196.58
San Diego Association of Governments	237,154.73	58,523.86	295,678.59
San Diego Metropolitan Transit System	585,134.30	240,953.69	826,087.99
Tahoe Regional Planning Agency	26,802.12	1,552.52	28,354.64
Alpine County Transportation Commission	281.50	22.10	303.60
Amador County Transportation Commission	9,270.27	351.98	9,622.25
Butte County Association of Governments	50,266.12	2,800.88	53,067.00
Calaveras County Local Transportation Commission	11,169.86	136.97	11,306.83
Colusa County Local Transportation Commission	5,517.97	242.98	5,760.95
Del Norte County Local Transportation Commission	6,683.91	352.76	7,036.67
El Dorado County Local Transportation Commission	43,181.16	2,984.45	46,165.61
Fresno County Council of Governments	254,638.21	45,941.15	300,579.36
Glenn County Local Transportation Commission	7,361.01	205.37	7,566.38
Humboldt County Association of Governments	32,453.76	5,651.16	38,104.92
Imperial County Transportation Commission	46,140.29	4,282.75	50,423.04
Inyo County Local Transportation Commission	4,604.01	0.00	4,604.01
Kern Council of Governments	226,738.85	13,959.73	240,698.58
Kings County Association of Governments	37,833.83	1,527.16	39,360.99
Lake County/City Council of Governments	15,858.45	860.39	16,718.84
Lassen County Local Transportation Commission	6,838.43	322.31	7,160.74
Los Angeles County Metropolitan Transportation Authority	2,491,234.13	3,218,197.69	5,709,431.82
Madera County Local Transportation Commission	39,304.84	1,313.46	40,618.30
Mariposa County Local Transportation Commission	4,473.55	125.91	4,599.46
Mendocino Council of Governments	21,495.71	1,651.77	23,147.48
Merced County Association of Governments	70,645.24	3,421.94	74,067.18
Modoc County Local Transportation Commission	2,353.97	185.67	2,539.64
Mono County Local Transportation Commission	3,297.44	4,871.04	8,168.48
Transportation Agency for Monterey County	108,463.94	33,869.51	142,333.45
Nevada County Local Transportation Commission	24,173.59	1,193.79	25,367.38
Orange County Transportation Authority	782,198.95	284,224.55	1,066,423.50
Placer County Transportation Planning Agency	78,917.48	11,396.71	90,314.19
Plumas County Local Transportation Commission	4,493.14	736.51	5,229.65
Riverside County Transportation Commission	608,755.31	100,012.88	708,768.19
Council of San Benito County Governments	15,755.77	261.10	16,016.87
San Bernardino County Transportation Authority	539,670.61	115,987.97	655,658.58
San Joaquin Council of Governments	194,332.70	44,511.22	238,843.92
San Luis Obispo Area Council of Governments	67,256.29	4,838.18	72,094.47
Santa Barbara County Association of Governments (SBCAG)	109,419.82	28,157.56	137,577.38
Santa Cruz County Transportation Commission	64,761.94	60,168.25	124,930.19
Shasta Regional Transportation Agency	44,097.35	2,341.96	46,439.31
Sierra County Local Transportation Commission	790.94	30.65	821.59
Siskiyou County Local Transportation Commission	10,994.76	467.97	11,462.73
Stanislaus Council of Governments	137,891.61	7,826.88	145,718.49
Tehama County Transportation Commission	16,209.15	335.61	16,544.76
Trinity County Transportation Commission	3,356.96	131.45	3,488.41
Tulare County Association of Governments	119,479.79	12,605.22	132,085.01
Tuolumne County Transportation Council	13,260.43	350.53	13,610.96
Ventura County Transportation Commission	207,152.65	33,823.27	240,975.92
State Totals	\$ 9,788,599.50	\$ 9,788,599.50	\$ 19,577,199.00

STATE CONTROLLER'S OFFICE
2021-22 STATE OF GOOD REPAIR PROGRAM FOURTH QUARTER ALLOCATION
BASED ON PUC 99314 ALLOCATION DETAIL
AUGUST 18, 2022

Regional Entity and Operator(s)	Revenue Basis	Amount Based on PUC 99314 Allocation Fiscal Year 2021-22 Quarter 4
Mendocino Council of Governments Mendocino Transit Authority	957,692	1,651.77
Merced County Association of Governments Transit Joint Powers Authority of Merced County Yosemite Area Regional Transportation System (YARTS) Regional Entity Totals	1,025,125 958,913 <hr/> 1,984,038	1,768.07 1,653.87 <hr/> 3,421.94
Modoc County Local Transportation Commission Modoc Transportation Agency	107,653	185.67
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	4,871.04
Transportation Agency for Monterey County Monterey-Salinas Transit District	19,637,486	33,869.51
Nevada County Local Transportation Commission County of Nevada City of Truckee Regional Entity Totals	 369,077 323,083 <hr/> 692,160	 636.56 557.23 <hr/> 1,193.79
Orange County Transportation Authority City of Laguna Beach Orange County Transportation Authority Regional Entity Subtotals Orange County Transportation Authority - Corresponding to SCRRA*** Regional Entity Totals	 1,910,271 110,748,483 <hr/> 112,658,754 NA <hr/> 112,658,754	 3,294.72 191,012.08 <hr/> 194,306.80 89,917.75 <hr/> 284,224.55
Placer County Transportation Planning Agency City of Auburn County of Placer City of Roseville Regional Entity Totals	 21,830 5,410,141 1,175,827 <hr/> 6,607,798	 37.65 9,331.07 2,027.99 <hr/> 11,396.71
Plumas County Local Transportation Commission County of Plumas County Service Area 12 - Specialized Service Regional Entity Totals	 346,829 80,198 <hr/> 427,027	 598.19 138.32 <hr/> 736.51
Riverside County Transportation Commission City of Banning City of Beaumont City of Corona Palo Verde Valley Transit Agency City of Riverside - Specialized Service Riverside Transit Agency Sunline Transit Agency Regional Entity Subtotals Riverside County Transportation Commission - Corresponding to SCRRA*** Regional Entity Totals	 208,349 318,557 426,555 175,762 493,635 18,329,390 11,506,078 <hr/> 31,458,326 NA <hr/> 31,458,326	 359.35 549.43 735.70 303.14 851.39 31,613.39 19,844.97 <hr/> 54,257.37 45,755.51 <hr/> 100,012.88
Council of San Benito County Governments San Benito County Local Transportation Authority	 151,384	 261.10

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



BETTY T. YEE
California State Controller

August 17, 2022

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

SUBJECT: Fiscal Year 2021-22 Fourth Quarter State Transit Assistance Allocation

Enclosed is a summary schedule of State Transit Assistance (STA) funds allocated for the fourth quarter of fiscal year (FY) 2021-22 to each Transportation Planning Agency (TPA), county transportation commission, and the San Diego Metropolitan Transit System for the purposes of Public Utilities Code (PUC) sections 99313 and 99314. Also enclosed is a schedule detailing the amount calculated pursuant to PUC section 99314 for each TPA by operator.

PUC section 99313 allocations are based on the latest available annual population estimates from the Department of Finance. Pursuant to PUC section 99314.10, the PUC section 99314 allocations are based on the State Controller's Office transmittal letter, Reissuance of the FY 2020-21 STA Allocation Estimate, dated August 1, 2022. Pursuant to PUC section 99314.3, each TPA is required to allocate funds to the STA-eligible operators in the area of its jurisdiction.

This is the fourth allocation for FY 2021-22. The total amount allocated to all agencies for the fourth allocation is \$202,334,406. The payment is scheduled to issue on August 18, 2022. Please refer to the schedule for the amounts that relate to your agency.

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

Sincerely,

MELMA DIZON
Manager
Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2021-22 STATE TRANSIT ASSISTANCE ALLOCATION
FOURTH QUARTER ALLOCATION SUMMARY
AUGUST 18, 2022

Regional Entity	PUC 99313 Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a)		PUC 99313 Funds from RTC Sections 6051.8(b), and 6201.8(b)		PUC 99314 Fiscal Year 2021-22 Quarter 4	Total Fiscal Year 2021-22 Quarter 4
	Fiscal Year 2021-22 Quarter 4	Fiscal Year 2021-22 Quarter 4	Fiscal Year 2021-22 Quarter 4	Fiscal Year 2021-22 Quarter 4		
	A	B	C	D= (A+B+C)		
Metropolitan Transportation Commission	\$ 10,971,084	\$ 8,774,409	\$ 54,210,020	\$ 73,955,513		
Sacramento Area Council of Governments	2,790,421	2,231,712	1,753,298	6,775,431		
San Diego Association of Governments	1,361,860	1,089,183	602,623	3,053,666		
San Diego Metropolitan Transit System	3,360,132	2,687,353	2,481,112	8,528,597		
Tahoe Regional Planning Agency	153,911	123,094	15,986	292,991		
Alpine County Transportation Commission	1,617	1,293	228	3,138		
Amador County Transportation Commission	53,235	42,576	3,625	99,436		
Butte County Association of Governments	288,653	230,858	28,840	548,351		
Calaveras County Local Transportation Commission	64,143	51,300	1,411	116,854		
Colusa County Local Transportation Commission	31,687	25,342	2,502	59,531		
Del Norte County Local Transportation Commission	38,382	30,697	3,632	72,711		
El Dorado County Local Transportation Commission	247,968	198,319	30,731	477,018		
Fresno County Council of Governments	1,462,259	1,169,480	473,058	3,104,797		
Glenn County Local Transportation Commission	42,271	33,807	2,115	78,193		
Humboldt County Association of Governments	186,366	149,051	58,190	393,607		
Imperial County Transportation Commission	264,960	211,909	44,100	520,969		
Inyo County Local Transportation Commission	26,439	21,145	0	47,584		
Kern Council of Governments	1,302,047	1,041,346	143,744	2,487,137		
Kings County Association of Governments	217,261	173,760	15,725	406,746		
Lake County/City Council of Governments	91,067	72,833	8,860	172,760		
Lassen County Local Transportation Commission	39,270	31,407	3,319	73,996		
Los Angeles County Metropolitan Transportation Authority	14,305,902	11,441,517	33,511,441	59,258,860		
Madera County Local Transportation Commission	225,708	180,516	13,524	419,748		
Mariposa County Local Transportation Commission	25,689	20,546	1,296	47,531		
Mendocino Council of Governments	123,439	98,724	17,008	239,171		
Merced County Association of Governments	405,680	324,453	35,236	765,369		
Modoc County Local Transportation Commission	13,518	10,811	1,912	26,241		
Mono County Local Transportation Commission	18,936	15,144	50,158	84,238		
Transportation Agency for Monterey County	622,854	498,144	348,757	1,469,755		
Nevada County Local Transportation Commission	138,817	111,022	12,293	262,132		
Orange County Transportation Authority	4,491,774	3,592,413	2,926,676	11,010,863		
Placer County Transportation Planning Agency	453,183	362,445	117,353	932,981		
Plumas County Local Transportation Commission	25,802	20,636	7,583	54,021		
Riverside County Transportation Commission	3,495,775	2,795,836	1,029,837	7,321,448		
Council of San Benito County Governments	90,477	72,362	2,689	165,528		
San Bernardino County Transportation Authority	3,099,057	2,478,551	1,194,334	6,771,942		
San Joaquin Council of Governments	1,115,955	892,514	458,334	2,466,803		
San Luis Obispo Area Council of Governments	386,219	308,889	49,819	744,927		
Santa Barbara County Association of Governments (SBCAG)	628,343	502,534	289,940	1,420,817		
Santa Cruz County Transportation Commission	371,895	297,433	619,555	1,288,883		
Shasta Regional Transportation Agency	253,229	202,526	24,115	479,870		
Sierra County Local Transportation Commission	4,542	3,633	315	8,490		
Siskiyou County Local Transportation Commission	63,137	50,496	4,818	118,451		
Stanislaus Council of Governments	791,842	633,296	80,595	1,505,733		
Tehama County Transportation Commission	93,081	74,444	3,456	170,981		
Trinity County Transportation Commission	19,277	15,418	1,353	36,048		
Tulare County Association of Governments	686,112	548,736	129,798	1,364,646		
Tuolumne County Transportation Council	76,148	60,901	3,609	140,658		
Ventura County Transportation Commission	1,189,573	951,392	348,280	2,489,245		
Subtotals	\$ 56,210,997	\$ 44,956,206				
State Totals		\$ 101,167,203	\$ 101,167,203	\$ 202,334,406		

STATE CONTROLLER'S OFFICE
2021-22 STATE TRANSIT ASSISTANCE ALLOCATION FOURTH QUARTER PUC 99314 ALLOCATION DETAIL
AUGUST 18, 2022

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Fiscal Year 2021-22 Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) Quarter 4 Gross Allocation</u>	<u>Fiscal Year 2021-22 Funds from RTC Sections 6051.8(b), and 6201.8(b) Quarter 4 Gross Allocation</u>	<u>Fiscal Year 2021-22 Quarter 4 Paid</u>
		A	B	C= (A+B)
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	27,869	22,289	50,158
Transportation Agency for Monterey County Monterey-Salinas Transit District	19,637,486	193,778	154,979	348,757
Nevada County Local Transportation Commission				
County of Nevada	369,077	3,642	2,913	6,555
City of Truckee	323,083	3,188	2,550	5,738
Regional Entity Totals	692,160	6,830	5,463	12,293
Orange County Transportation Authority				
City of Laguna Beach	1,910,271	18,850	15,076	33,926
Orange County Transportation Authority	110,748,483	1,092,837	874,025	1,966,862
Regional Entity Subtotals	112,658,754	1,111,687	889,101	2,000,788
Orange County Transportation Authority - Corresponding to SCRRRA***	NA	514,446	411,442	925,888
Regional Entity Totals	112,658,754	1,626,133	1,300,543	2,926,676
Placer County Transportation Planning Agency				
City of Auburn	21,830	215	172	387
County of Placer	5,410,141	53,386	42,697	96,083
City of Roseville	1,175,827	11,603	9,280	20,883
Regional Entity Totals	6,607,798	65,204	52,149	117,353
Plumas County Local Transportation Commission				
County of Plumas	346,829	3,422	2,737	6,159
County Service Area 12 - Specialized Service	80,198	791	633	1,424
Regional Entity Totals	427,027	4,213	3,370	7,583
Riverside County Transportation Commission				
City of Banning	208,349	2,056	1,644	3,700
City of Beaumont	318,557	3,143	2,514	5,657
City of Corona	426,555	4,209	3,366	7,575
Palo Verde Valley Transit Agency	175,762	1,734	1,387	3,121
City of Riverside - Specialized Service	493,635	4,871	3,896	8,767
Riverside Transit Agency	18,329,390	180,870	144,655	325,525
Sunline Transit Agency	11,506,078	113,539	90,806	204,345
Regional Entity Subtotals	31,458,326	310,422	248,268	558,690
Riverside County Transportation Commission - Corresponding to SCRRRA***	NA	261,781	209,366	471,147
Regional Entity Totals	31,458,326	572,203	457,634	1,029,837
Council of San Benito County Governments				
San Benito County Local Transportation Authority	151,384	1,494	1,195	2,689

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

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



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director


Grass Valley • Nevada City

Nevada County • Truckee

File: 950.6

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Executive Director's Report for the September 21, 2022 Meeting

DATE: September 21, 2022

PURSUIT OF STATE ROUTE 49 CORRIDOR IMPROVEMENT PROJECT – CONSTRUCTION FUNDING OPPORTUNITIES

NCTC staff intend to prepare and submit two different but coordinated grant applications to the California Transportation Commission, the Solutions for Congestion Corridors Program (SCCP) and the Trade Corridor Enhancement Program (TCEP). These grant applications are focused on securing funding for the construction of Phase 2 of the State Route 49 Corridor Improvement Project (SR 49 CIP). The SR 49 CIP begins at the limits of the previous La Barr Meadows Signalization Project (PM 11.1) and ends just south of the McKnight Way Interchange (PM 13.3), connecting to the four lane Golden Center Freeway.

Phase 2 includes the construction of the southbound truck climbing lane, eliminating the lane drop/merge point south of the McKnight Way Interchange, and construction of a new entrance on SR 49 to the new Nevada County Transit Operations Center. The SCCP grant application will focus on construction of the new entrance via SR 49 to the Transit Operations Center and will include the purchase of four zero emission buses and associated charging infrastructure for the Nevada County Transit Services Division. The TCEP grant application will be focused on the construction of the southbound truck climbing lane and eliminating the existing lane drop/merge point south of McKnight Way.

NCTC is working in coordination with Caltrans District 3 to prepare the required data for the grant applications. The TCEP grant application is due on November 18, 2022 and the SCCP grant application is due on December 2, 2022. If the grant applications are successfully awarded it would allow Phase 2 to begin construction in FY 2024/25 in conjunction with the construction schedule for Phase 1, which would provide construction cost savings and expedite delivery of the improvements in the corridor.

Construction funding is currently secured for Phase 1 through the State Highway Operations Protection Program (SHOPP) and includes construction of the northbound truck climbing lane, a 16' wide continuous two way left turn lane, 10' shoulders, and elimination of the northbound merge point improving operations and northbound evacuation capacity. Phase 1 also includes southbound right turn

lanes at Wellswood Way, Bethel Church Way, Smith Road, and Crestview Drive. Other safety features include enhanced wet night visibility striping, rumble strips, and pavement edge treatments. A wildlife undercrossing with fencing will also be installed as part of this phase to help reduce deer strikes.

SUSTAINABLE RURAL TRANSPORTATION SOLUTIONS SUMMIT

On August 4, 2022, the California State Transportation Agency (CalSTA), in coordination with the Rural Counties Task Force (RCTF), hosted the first of several planned workshops focused on sharing information and best practices, and to identify challenges and explore actions to equip rural communities with the tools they need to further the vision of the CalSTA Climate Action Plan for Transportation Infrastructure (CAPTI) Framework in rural settings. With an increasing amount of state and federal funding being administered through discretionary competitive grant programs, part of the first workshop focused on how rural projects can better align with CAPTI principles, and how state programs can address rural transportation needs and ensure that rural projects remain competitive for state and federal funding programs. NCTC's Executive Director and Deputy Executive Director participated on the planning committee for the summit. It was encouraging to have CalSTA engage the RCTF agencies and initiate an ongoing dialog to address rural issues and concerns in relation to implementation of the CAPTI principles.



Caltrans District 3 Project Status Report

September 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	COMPLETE	
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	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	COMPLETE	
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.
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	Winter 2022/2023.
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	COMPLETE	
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 Replacement	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 Spring 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 Spring 2024.
	Design	Target completion Fall 2026.
Construction	Construction is expected to begin Spring 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 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	COMPLETE
	Environmental	Target Winter 2023
	Design	Target Fall 2023
Construction	Target Start Spring 2024 / Target completion Fall 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	COMPLETE
	Environmental	Target completion Summer 2024.
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin in Fall 2025. Target completion Fall 2026.	

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 Relinquishment	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	N/A: Relinquishment
Construction	N/A: Relinquishment	

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

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The Nevada County Transportation Commission is currently in Closed Session.

The meeting will resume
after the Closed Session is complete.

Thank you for your patience.