

DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
TOM IVY – Grass Valley City Council, Vice Chair
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – 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

A regular meeting of the Nevada County Transportation Commission (NCTC) will be held on
Wednesday, September 20, 2023 at 9:45 a.m.

at the following locations:

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

Video Conferencing located at the
Truckee Town Hall
10183 Truckee Airport Rd, Truckee, CA 96161

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: Please come to the podium, or use the Zoom **“Raise Hand”** feature, when the agenda item number and subject matter are announced. For items not on the agenda, please comment during the Public Comment time. When recognized, please provide your name and address for the record. The Chair may limit any individual to 3 minutes, and may limit the total time allocated for Public Comment to a minimum of 15 minutes. Time to address the Commission will be allocated based on the number of requests received. Not all members may be allowed to speak if the total time allotted expires.

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. These meeting rooms are accessible to people with disabilities. 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: 9:45 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. Financial Reports:

June 2023

- Local Transportation Funds
- NCTC Administration/Planning Fund.
- Regional Transportation Mitigation Fee Program Fund.
- State Transit Assistance Fund.
- Regional Surface Transportation Program Fund.

2. NCTC Minutes: July 19, 2023 Meeting

Recommendation: Approve.

3. Nevada County Transportation Commission Title VI Program Renewal: See staff report

Recommendation: Adopt Resolution **23-23**.

4. State of Good Repair Project for FY 2023/24: See staff report.

Recommendation: Adopt Resolution **23-24**.

5. [FY 2023-24 State Transit Assistance \(STA\) Allocation Revised Estimate](#): The State Controller’s revised estimate of STA Funds for FY 2023-24 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 2023/24.
6. [Certification of the 2023 Federal Transit Administration Section 5310 Grant Applications](#): See staff report.
Recommendation: Adopt Resolution **23-25**.
7. [Allocation of Regional Surface Transportation Program funds for the Update of the Nevada County Local Road Safety Plan](#): See staff report.
Recommendation: Adopt Resolution **23-26**.

ACTION ITEMS

8. [Professional Services Agreement for State Advocacy Services](#): See staff report.
Recommendation: Adopt Resolution **23-27** by roll call vote.
9. [Amendment 1 to the FY 2023/24 Overall Work Program](#): See staff report.
Recommendation: Adopt Resolution **23-28** by roll call vote.
10. [Amendment 1 to the Professional Services Agreement with DKS Associates to Update the Nevada County Regional Transportation Plan](#): See staff report.
Recommendation: Adopt Resolution **23-29** by roll call vote.
11. [Amendment 1 to the Professional Services Agreement with DKS Associates for the Rural Induced Demand Study](#): See staff report.
Recommendation: Adopt Resolution **23-30** by roll call vote.

INFORMATIONAL ITEMS

12. [Correspondence](#)
 - A. Malia M. Cohen, California State Controller, [Fiscal Year 2023-24 State of Good Repair Program Allocation Revised Estimate](#), File 370.2.1, 8/1/2023.

B. Malia M. Cohen, California State Controller, [Fiscal Year 2023-24 State Transit Assistance Allocation Revised Estimate](#), File 1370.0, 8/1/2023.

13. [Executive Director’s Report](#)

14. [Project Status Report](#)

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

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

SCHEDULE FOR NEXT REGULAR MEETING: November 15, 2023 at 9:45am in the Grass Valley City Hall Council Chambers

ADJOURNMENT OF MEETING

This agenda was posted 72 hours in advance of the meeting at the Grass Valley City Hall, the Truckee Town Hall, 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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2023 NCTC MEETING SCHEDULE

MARCH 1, 2023

MAY 17, 2023

JULY 19, 2023

SEPTEMBER 20, 2023

NOVEMBER 15, 2023

Meetings will be held at the Grass Valley City Council Chambers
at 9:30 a.m. unless noted otherwise

COMMONLY USED ACRONYMS
NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)

Updated 11-14-17

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

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

JUNE

TOWN OF TRUCKEE (5805) LTF

16.89%

Cash Balance 6/1/23	\$870,232.78
Additions	\$64,565.98
Deductions	<u>\$168,418.72</u>
Cash Balance 6/30/23	\$766,380.04
<u>Budget and Allocations</u>	
Fund Balance 6/30/22	\$887,013.16
Revenue Revised Findings Reso 23-03 3/20/23	<u>\$616,006.00</u>
AMOUNT TO BE ALLOCATED	\$1,503,019.16
Total Amount of Approved Allocations	<u>\$511,288.14</u>
BALANCE Available for Allocation	\$991,731.02

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-24	Transit/Paratransit Operations	\$511,288.14	\$503,906.25	\$7,381.89

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

JUNE

PEDESTRIAN AND BIKE (5806) LTF

2.00%

Cash Balance 6/1/23	\$336,780.33
Additions	\$8,472.76
Deductions	<u>\$0.00</u>
Cash Balance 6/30/23	\$345,253.09

Budget and Allocations

Fund Balance 6/30/22	\$333,441.86
Revenue Revised Findings Reso 23-03 3/20/23	<u>\$78,348.00</u>
AMOUNT TO BE ALLOCATED	\$411,789.86

Total Amount of Approved Allocations	<u>\$61,500.00</u>
BALANCE Available for Allocation	\$350,289.86

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

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

NEVADA COUNTY (5807) LTF
66.37%

Cash Balance 6/1/23	\$3,470,853.83
Additions	\$216,385.62
Deductions	<u>\$241,586.90</u>
Cash Balance 6/30/23	\$3,445,652.55

Budget and Allocations	
<u>Fund Balance 6/30/22</u>	\$3,777,627.82
Revenue Revised Findings Reso 23-03 3/20/23	<u>\$2,420,473.00</u>
AMOUNT TO BE ALLOCATED	\$6,198,100.82

Total Amount of Approved Allocations	<u>\$4,740,368.32</u>
BALANCE Available for Allocation	\$1,457,732.50

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-21	Transit/Paratransit Operations	\$2,680,167.00	\$2,453,653.53	\$226,513.47
1/22/21 21-02	Reserved in the Fund Capital Purchase of 2 buses	\$2,060,201.32	\$2,060,201.32	\$0.00
	TOTAL	\$4,740,368.32	\$4,513,854.85	\$226,513.47

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

GRASS VALLEY (5808) LTF

13.45%

Cash Balance 6/1/23	\$18,221.49
Additions	\$39,829.98
Deductions	<u>\$0.00</u>
Cash Balance 6/30/23	\$58,051.47

Budget and Allocations

Fund Balance 6/30/22	\$154,724.32
Revenue Revised Findings Reso 23-03 3/20/23	<u>\$490,536.00</u>
AMOUNT TO BE ALLOCATED	\$645,260.32

Total Amount of Approved Allocations	<u>\$514,877.00</u>
BALANCE Available for Allocation	\$130,383.32

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

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

JUNE

NEVADA CITY (5809) LTF

3.29%

Cash Balance 6/1/23	\$4,216.27
Additions	\$9,750.46
Deductions	<u>\$0.00</u>
Cash Balance 6/30/23	\$13,966.73

Budget and Allocations

Fund Balance 6/30/22	\$37,638.34
Revenue Revised Findings Reso 23-03 3/20/23	<u>\$120,103.00</u>
AMOUNT TO BE ALLOCATED	\$157,741.34

Total Amount of Approved Allocations	<u>\$126,063.00</u>
BALANCE Available for Allocation	\$31,678.34

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

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

JUNE

COMMUNITY TRANSIT SERVICES (5810) LTF

5.00%

Cash Balance 6/1/23	\$179,308.04
Additions	\$16,410.04
Deductions	<u>\$41,863.00</u>
Cash Balance 6/30/23	\$153,855.08

Budget and Allocations

Fund Balance 6/30/22	\$188,804.41
Revenue Revised Findings Reso 23-03 3/20/23	<u>\$191,954.00</u>
AMOUNT TO BE ALLOCATED	\$380,758.41

Total Amount of Approved Allocations	<u>\$201,479.00</u>
BALANCE Available for Allocation	\$179,279.41

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

Nevada County Transportation Commission
Monthly Financial Report FY 2022/23

JUNE NCTC Administration & Planning (6327)

Cash Balance 6/1/23	\$513,246.18
Additions	\$44,166.86
Deductions	\$172,956.85
Cash Balance 6/30/23	\$384,456.19
<u>BUDGET: Estimated Revenue & Allocations</u>	
Fund Balance 6/30/22	\$536,795.06
Estimated Revenue	<u>\$2,125,205.82</u>
AVAILABLE FOR ALLOCATION	\$2,662,000.88
Total of Approved Allocations	<u>\$2,125,205.82</u>
BALANCE AVAILABLE FOR ALLOCATION	\$536,795.06

W.E.	DESCRIPTION	Allocation	YTD Activity Accrual Basis	Balance	% Expended
1.1	<u>General Services</u>				
	NCTC Staff	\$213,753.00	\$216,138.62	(\$2,385.62)	101.12%
	Indirect	\$35,564.85	\$27,577.01	\$7,987.84	77.54%
	Consultant Human Resources	\$5,000.00	\$0.00	\$5,000.00	0.00%
1.2	<u>Fiscal Administration</u>				
	NCTC Staff	\$232,683.99	\$229,859.13	\$2,824.86	98.79%
	Indirect	\$38,714.64	\$29,538.74	\$9,175.90	76.30%
	Fiscal Audit unallowable	\$51,500.00	\$51,500.00	\$0.00	100.00%
2.1	<u>Regional Transportation Plan</u>				
	NCTC Staff	\$47,956.64	\$48,055.10	(\$98.46)	100.21%
	Indirect	\$17,305.59	\$10,985.82	\$6,319.77	63.48%
	Transportation Engineering	\$25,000.00	\$15,531.88	\$9,468.12	62.13%
	Local Agency	\$30,000.00	\$26,028.27	\$3,971.73	86.76%
	Traffic Counts	\$10,000.00	\$6,204.91	\$3,795.09	62.05%
2.1.1	<u>Regional Transportation Plan Update</u>				
	NCTC Staff	\$56,053.91	\$57,260.56	(\$1,206.65)	102.15%
	Consultant	\$144,997.82	\$92,312.92	\$52,684.90	63.67%
2.2	<u>Transportation Improvement Program</u>				
	NCTC Staff	\$38,213.01	\$40,700.80	(\$2,487.79)	106.51%
	Indirect	\$14,248.63	\$8,712.31	\$5,536.32	61.14%
2.2.1	<u>Regional Transportation Mitigation Fee Update</u>				
	NCTC Staff	\$47,424.56	\$38,205.42	\$9,219.14	80.56%
	Consultant	\$99,937.42	\$99,934.93	\$2.49	100.00%
2.3	<u>Transit & Paratransit Programs</u>				
	NCTC Staff	\$46,317.03	\$46,597.39	(\$280.36)	100.61%
	Indirect	\$13,452.26	\$7,359.82	\$6,092.44	54.71%
2.3.3	<u>Eastern Nevada County Transit Development Plan</u>				
	NCTC Staff	\$34,534.13	\$16,764.87	\$17,769.26	48.55%
	Consultant	\$75,000.00	\$0.00	\$75,000.00	0.00%
2.4	<u>Coordination of Regional Planning</u>				
	NCTC Staff	\$79,543.39	\$83,914.27	(\$4,370.88)	105.49%
	Indirect	\$28,108.04	\$15,849.48	\$12,258.56	56.39%
	Rural Counties Task Force	\$2,000.00	\$2,000.00	\$0.00	
	Statewide Local Streets & Roads Ass	\$750.00	\$0.00	\$750.00	100.00%
	State Advocacy	\$50,000.00	\$0.00	\$50,000.00	0.00%
	PCPTA Rail Study	\$5,735.00	\$4,007.82	\$1,727.18	
2.4.2	<u>Airport Land Use Commission Planning & Reviews</u>				
	NCTC Staff	\$23,303.16	\$21,008.22	\$2,294.94	90.15%
	Consultant	\$15,000.00	\$6,752.46	\$8,247.54	45.02%
2.4.4	<u>RCTF Rural Induced Demand Study</u>				
	NCTC Staff	\$49,089.89	\$38,808.42	\$10,281.47	79.06%
	Consultant	\$125,000.00	\$69,958.24	\$55,041.76	55.97%
2.4.6	<u>Nevada County Fleet Electrification</u>				
	NCTC Staff	\$16,999.36	\$10,940.84	\$6,058.52	64.36%
	Consultant	\$230,000.00	\$6,080.09	\$223,919.91	2.64%
	Contingency	\$222,019.50	\$0.00	\$222,019.50	0.00%
	TOTAL ALL WORK ELEMENTS	\$2,125,205.82	\$1,328,588.34	\$796,617.48	62.52%

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

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

JUNE

REGIONAL TRANSPORTATION MITIGATION FEE FUND (6328)

Cash Balance 6/1/23	\$2,310,076.87
Additions	\$14,608.99
Deductions	\$0.00
Cash Balance 6/30/23	\$2,324,685.86

**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	\$114,832.66	\$2,686,666.02
Nevada City	\$200,561.32	\$2,869.95	\$203,431.27
Nevada County	\$5,446,199.27	\$510,200.28	\$5,956,399.55
Total	\$8,218,593.95	\$627,902.89	\$8,846,496.84
Interest	\$235,972.25	\$44,588.21	\$280,560.46
Expenditures	\$6,466,436.37	\$344,779.64	\$6,811,216.01
TOTAL	\$1,988,129.83	\$327,711.46	\$2,315,841.29

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	\$4,891.94	\$108.06
7/19/17 Reso 17-28	Grass Valley Dorsey Drive Interchange	\$4,386,462.84	\$1,260,261.54	\$3,126,201.30	\$159,471.19	\$2,966,730.11
7/19/17 Reso 17-29	Grass Valley East Main Street/Bennett Street Intersection	\$1,500,000.00	\$1,457,723.84	\$42,276.16	\$42,276.16	\$0.00
9/21/22 Reso 22-34	NCTC RTMF Update W.E. 2.2.1 Consultant	\$136,715.84	\$36,778.42	\$99,937.42	\$99,934.93	\$2.49
9/21/22 Reso 22-34	NCTC RTMF Update W.E. 2.2.1 Staff	\$75,632.82	\$28,208.26	\$47,424.56	\$38,205.42	\$9,219.14
TOTAL		\$6,103,811.50	\$2,782,972.06	\$3,320,839.44	\$344,779.64	\$2,976,059.80

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

STATE TRANSIT ASSISTANCE FUND (6357)

Cash Balance 6/1/23	\$4,687,726.72
Additions	\$28,450.74
Deductions	<u>\$23,802.00</u>
Cash Balance 6/30/23	\$4,692,375.46

Budget and Allocations

Fund Balance 6/30/22	\$4,049,337.78
Estimated STA Revenue	\$1,296,840.00
AMOUNT TO BE ALLOCATED	\$5,346,177.78

Total Approved Allocations	<u>\$721,628.86</u>
BALANCE Available for Allocation	\$4,624,548.92

DATE/RESO	PROJECT	ALLOCATION	YTD ACTIVITY Accrual Basis	BALANCE
7/20/22 22-21	Nevada County Transit/Paratransit Services	\$23,802.00	\$23,802.00	\$0.00
7/20/22 22-24	Truckee Transit/Paratransit Services	\$418,826.86	\$170,382.40	\$248,444.46
11/9/22 22-37	Truckee Transit/Paratransit Services Capital - Railyard	\$279,000.00	\$279,000.00	\$0.00
	TOTAL	\$721,628.86	\$473,184.40	\$248,444.46

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

JUNE

REGIONAL SURFACE TRANSPORTATION PROGRAM FUND (6492)

Cash Balance 6/1/23	\$1,857,202.67
Additions	\$11,756.01
Deductions	\$0.00
Cash Balance 6/30/23	\$1,868,958.68
<u>Budget and Allocations</u>	
Fund Balance 6/30/22	\$2,420,872.04
Estimated RSTP Revenue	\$0.00
AMOUNT TO BE ALLOCATED	\$2,420,872.04
Total Amount of Approved Allocations	<u>\$2,088,763.23</u>
BALANCE Available for Allocation	\$332,108.81

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	\$92,000.00	\$0.00
5/15/19 19-11	Nev Co 2019/20 Shoulder Improvements Donner Pass Road	\$160,000.00	\$128,390.50	\$31,609.50	\$12,720.00	\$18,889.50
7/20/22 22-25	Nev Co 2022/23 General Maintenance	\$490,594.00	\$0.00	\$490,594.00	\$490,594.00	\$0.00
9/21/22 22-34	NCTC Project: 2022/23 Regional Transportation Plan Update	\$69,997.82	\$0.00	\$69,997.82	\$0.00	\$69,997.82
3/20/23 23-01	Grass Valley FY 2022/23 Annual Street Rehab	\$300,000.00	\$0.00	\$300,000.00	\$0.00	\$300,000.00
3/20/23 23-02	Truckee FY 2022/23 West River Project	\$1,104,561.91	\$0.00	\$1,104,561.91	\$0.00	\$1,104,561.91
	TOTAL	\$2,217,153.73	\$128,390.50	\$2,088,763.23	\$595,314.00	\$1,493,449.23

DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 TOM IVY – Grass Valley City Council, Vice Chair
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – 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 19, 2023

A regular meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, July 19, 2023 in the Grass Valley City Hall Council Chambers, 125 E. Main Street, Grass Valley, California. Notice of the meeting was posted 72 hours in advance and was scheduled for 9:45 a.m.

Members Present: Daniela Fernandez
 Susan Hoek
 Tom Ivy
 Ed Scofield
 Jay Strauss
 Duane Strawser
 Jan Zabriskie

Staff Present: Mike Woodman, Executive Director
 Aaron Hoyt, Deputy Executive Director
 Dan Landon, Executive Advisor
 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 9:45 a.m.

Pledge of Allegiance, Roll Call

PUBLIC COMMENT:

CONSENT ITEMS

1. Financial Reports
 April and May 2023
2. NCTC Minutes
 May 17, 2023 NCTC Meeting Minutes
3. TDA Allocation Request from Nevada County
 Resolution 23-12

4. LTF Allocation Request from the City of Grass Valley
Resolution 23-13
5. LTF Allocation Request from the City of Nevada City
Resolution 23-14
6. TDA Allocation Request from the Town of Truckee
Resolution 23-15
7. Grass Valley, Nevada City, Town of Truckee, and Nevada County Local Participation
Subrecipient Agreements for FY 2023/24
Resolution 23-16
8. Allocation Request and Subrecipient Agreement for Nevada County Regional Surface
Transportation Program Funds for FY 2023/24 Projects
Resolution 23-17
9. Congestion Mitigation Air Quality Funding Adjustments
Resolution 23-18

ACTION: Approved Consent Items by roll call vote

MOTION: Strauss / **SECOND:** Hoek

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

NOES: None

ABSENT: Fernandez

ABSTAIN: None

INFORMATIONAL ITEMS

16. Caltrans Project Status Report: Sam Vandell, Caltrans District 3 Project Manager for Nevada County.

The Caltrans Project Status Report was moved up in the agenda schedule to accommodate two presentations on the State Route 20 Omega Curves Safety and Operation Improvement Project given by Caltrans District 3 staff.

Jeff Johnson, Resident Engineer at Caltrans, gave a presentation on the State Route 20 Omega Curves Safety and Operation Improvement Project. The purpose of this project is to improve traffic operations and safety by reducing the number and severity of collisions on Highway 20 in Nevada County near Omega at various locations from Conservation Road to Zeibright Road. The project is anticipated to be completed in November 2023.

Jeff Johnson's presentation can be viewed here:

<https://www.nctc.ca.gov/Reports/Caltrans-District-3-Project-Status-Reports/index.html>

T Chris Johnson, Engineer at Caltrans, gave a presentation on the revegetation portion of the State Route 20 Omega Curves Safety and Operation Improvement Project. The plants selected are native to this location in Nevada County. They will be planting thousands of trees in the area once all the grading

and all the slopes are complete, and they have saved a lot of the existing topsoil full of good nutrients that they will spread back over the slopes that will help to promote the future growth of the planting.

T Chris Johnson's presentation can be viewed here:

<https://www.nctc.ca.gov/Reports/Caltrans-District-3-Project-Status-Reports/index.html>

ACTION ITEMS

10. Professional Services Agreement for Fiscal and Compliance Audits Resolution 23-19

As the Regional Transportation Planning Agency for Nevada County, one of NCTC's roles is the administration of the Transportation Development Act funds, derived from a quarter cent of the statewide sales tax and diesel excise tax. Those funds come back to our county for transportation purposes, and primarily for transit operations in the county. NCTC is required annually to have an outside auditing firm conduct fiscal and compliance audits and to submit a report to the State Controller's office, identifying the amount of funds received and how they are spent. Our member agencies receiving funds are also required to submit certified annual financial audits. In April, NCTC released a request for proposals to solicit interest from qualified auditing firms and chose Richardson and Company LLP to conduct these annual audits. They have great qualifications and experience with the Transportation Development Act.

ACTION: Approved Resolution 23-19 by roll call vote

MOTION: Strawser / SECOND: Strauss

AYES: Fernandez, Hoek, Ivy, Scofield, Strauss, Strawser, Zabriskie

NOES: None

ABSENT: None

ABSTAIN: None

11. Professional Services Agreement to Update the Eastern Nevada County Transportation Development Plan Resolution 23-20

The Eastern Nevada County Transit Development Plan update is necessary to provide the adequate guidance for making operational adjustments over the next five-year planning period to address operational and capital needs, address changes in funding levels and changes in fixed route and paratransit operations. In May, NCTC staff released a request for proposal to solicit interest from qualified transit planning firms, and chose LSC Transportation Consultants Inc to prepare the update for this plan. The funding for this project is included in Work Element 2.3.3 of the FY 23/24 Overall Work Program. The update will incorporate the findings from the recent micro transit pilot study in the Truckee area.

ACTION: Approved Resolution 23-20 by roll call vote

MOTION: Fernandez / SECOND: Strawser

AYES: Fernandez, Hoek, Ivy, Scofield, Strauss, Strawser, Zabriskie

NOES: None

ABSENT: None

ABSTAIN: None

12. Adoption of the Regional Transportation Mitigation Fee Program Update Resolution 23-21

Don Hubbard and Rosanna Southern of GHD, Inc gave a presentation on the Regional Transportation Mitigation Fee (RTMF) Update and provided an overview of the Regional Transportation Mitigation Fee Nexus Study and Administrative Plan. The impacts of new state legislation, Assembly Bill 602 and Senate Bill 13 now require fee programs to consider housing size in the determination of fees. The update has categorized residential fees into small, medium, and large sizes, and Accessory Dwelling Units smaller than 750 square feet are exempt from fees. GHD looked into the impacts of exempting fees to all new residential units smaller than 1,500 square feet and found that doing so would exempt nearly half of all residential developments. In light of this, GHD recommended against exempting units under 1,500 square feet, in that it would create a significant challenge in terms of revenue generation and consistency with other agency programs.

GHD Inc’s presentation can be viewed here:

<https://www.nctc.ca.gov/Reports/Regional-Transportation-Mitigation-Fee-RTMF/index.html>

ACTION: Approved Resolution 23-21 by roll call vote
MOTION: Strawser / SECOND: Hoek
AYES: Fernandez, Hoek, Ivy, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

13. Special Services Contract for Ladris AI for Evacuation Software and Support Services Resolution 23-22

This is a one-year special services contract with Ladris AI for proprietary evacuation modeling software and support services. The purchase of this software will allow NCTC staff to analyze different evacuation scenarios and determine the benefits of proposed evacuation improvements. This is the same platform that the County Office of Emergency Services is currently using.

ACTION: Approved Resolution 23-22 by roll call vote
MOTION: Strauss / SECOND: Ivy
AYES: Fernandez, Hoek, Ivy, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

INFORMATIONAL ITEMS

14. Correspondence

- A. Senator Brian Dahle and Assemblywoman Megan Dahle, Draft 2023 State Highway System Management Plan: Climate and Adaptation and Resilience Funding, File 1200.4, 5/29/2023

- B. Malia M. Cohen, California State Controller, Fiscal Year 2022-23 Third Quarter State of Good Repair Program Allocation, File 370.2.1, 5/17/2023
- C. Malia M. Cohen, California State Controller, Fiscal Year 2022-23 Third Quarter State Transit Assistance Allocation, File 1370.0, 5/17/2023

Executive Director Woodman highlighted the letter to Caltrans Director Tony Tavares, from Senator Dahle and Assemblywoman Dahle, requesting that proposed investments identified in the Climate Adaptation and Resilience funding in the draft 2023 State Highway System Management Plan include needs related to wildfire evacuation and improvements in the State Route 49 corridor. NCTC staff is very grateful for the coordination with both Senator Dahle and Assemblywoman Dahle on this issue as well as their support for improvements in the State Route 49 Corridor.

15. Executive Director's Report

Executive Director Mike Woodman gave an update on two grants received by NCTC. On June 28, 2023, the California Transportation Commission officially awarded the Nevada County Transportation Commission \$14.6 million of Trade Corridor Enhancement Program funding for the southbound improvements on State Route 49 between the McKnight Way interchange and La Barr Meadows Road.

The State Route 49 Corridor Improvement Phase Two will construct the southbound truck climbing lane and eliminate the southbound merge that exists just south of the McKnight Way interchange. This funding will allow Phase Two to be constructed at the same time as the Phase One improvements that were previously awarded through the Caltrans District 3 State Highway Operations Protection Program. This will save construction costs, minimize the impacts to the public, and deliver the benefits of the projects faster. The Phase One improvements include construction of a northbound truck climbing lane, a continuous center two-way left turn lane, 10-foot shoulders both northbound and southbound, elimination of the northbound merge point just north of the La Barr Meadows intersection, and right turn lanes at Wellswood Way, Bethel Church Way, Smith Road, and Crestview Drive, and includes a wildlife undercrossing.

As part of this project, staff coordinated and received support for the grant application from County of Nevada, City of Grass Valley, City of Nevada City, CalFire, the CalFire Nevada-Yuba-Placer Unit, Nevada County Consolidated Fire District, the Coalition of Firewise Communities, Grass Valley Highway Patrol, Citizens for Highway 49 Safety, Fix49.org, the California Trucking Association, and Assemblywoman Dahle and Senator Dahle. Mr. Woodman thanked NCTC staff for doing an excellent job in preparing the application for the grant, and thanked Caltrans District 3 for their assistance in preparing the application.

The other grant application submitted to the California Transportation Commission was for Solutions for Congested Corridors funding. That project proposed to construct the new entrance to the Nevada County Transit Operation Center off State Route 49, and purchase eight zero-emission buses and associated charging infrastructure. That grant application unfortunately was not successful, but staff will continue to work with the Nevada County Transit Services Division to explore other funding opportunities to deliver those projects.

Dan Landon expressed how effective NCTC staff has been in activities such as legislative advocacy, seeking partners like UCLA to develop new and innovative ways to address issues like emergency

evacuation, and their effectiveness at achieving grants. He commented that NCTC staff does the work of the staff of a much larger agency and he is proud and pleased to have been associated with them.

Ed Scofield commented that he is impressed with how well Executive Director Woodman and Deputy Executive Director Hoyt are known throughout the state of California and the influence they have had with the California Transportation Commission, which comes from spending a lot of time in their presence.

Mr. Woodman commented that staff is currently working on a grant for \$25 million to close the construction gap and fund improvements from north of Alta Sierra to Lime Kiln. Staff will also be asking for \$10 million in project development work on the section from Lime Kiln to Wolf/Combie, and if successful, Caltrans District 3 will provide sustainability funding for the improvements. In the long term, staff can analyze other additions of completing the highway to the minimum facility standard with two lanes northbound and southbound.

17. Closed Session: Pursuant to Government Code Section 54947, Public Employee Performance Evaluation of the Executive Director, Michael Woodman

There was no reportable action during the Closed Session.

COMMISSION ANNOUNCEMENTS: There were no commission announcements.

SCHEDULE FOR NEXT MEETING: The next regular meeting of the NCTC has been scheduled for September 20, 2023 at 9:45 a.m. at the Grass Valley City Council Chambers.

ADJOURNMENT OF MEETING: The meeting was adjourned at 12:11 a.m.

Respectfully submitted by: _____
Carol Lynn, Administrative Assistant

Approved on: _____

By: _____
Ed Scofield, Chair
Nevada County Transportation Commission

DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 TOM IVY – Grass Valley City Council, Vice Chair
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – 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: 740.4

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Title VI Program and Language Assistance Plan, Resolution 23-23

DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-23 updating the Nevada County Transportation Commission Title VI Program and Language Assistance Plan (LAP).

BACKGROUND: Title VI is a Federal statute that provides that no person shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Title VI allows persons alleging discrimination by recipients of Federal funds to file administrative complaints with Federal agencies that provide financial assistance.

The Title VI Program and Language Assistance Plan demonstrates how the recipient is complying with Title VI requirements. As a subrecipient, Nevada County Transportation Commission (NCTC) must submit a Title VI Program update every three years to the primary recipient, the California Department of Transportation (Caltrans), from whom NCTC receives funding. Caltrans includes this document in their Title VI Program submission to the Federal Transit Administration (FTA).

NCTC has monitored and updated the Language Assistance Plan according to schedule, and has complied with the Limited English Proficiency (LEP) Plan components as follows:

- How many LEP persons were encountered annually? – None
- Were the needs of these LEP persons met? – Not Applicable
- What is the current LEP population in NCTC's service area? – 2,553
- Is a change needed in the types of language translation services provided? – No
- Is there still a need for continued language assistance for previously identified NCTC programs? – Yes
- Are there other programs that should be included? – No
- Have NCTC's available resources, such as technology, staff, financial costs changed? – No
- Has NCTC fulfilled the goals of the LAP? – Yes
- Were any complaints received? – No

attachment

**RESOLUTION 23-23
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**APPROVAL OF THE UPDATE OF THE NEVADA COUNTY TRANSPORTATION
COMMISSION TITLE VI PROGRAM AND LANGUAGE ASSISTANCE PLAN**

WHEREAS, the Nevada County Transportation Commission (NCTC), in its official capacity as the designated Regional Transportation Planning Agency, hereafter referred to as the RTPA, is responsible to comply with Title VI of the Civil Rights Act of 1964, including provisions detailed in the U.S. Department of Transportation’s FTA Circular 4702.1B “Title VI Requirement and Guidelines for Federal Transit Administration Recipients,” and

WHEREAS, NCTC wishes to authorize approval of the Title VI Program to comply with the necessary provisions of the Civil Rights Act, and

WHEREAS, NCTC, as a subrecipient of Federal funds, must submit a Title VI Program update every three years to the primary recipient, the California Department of Transportation (Caltrans), from whom NCTC receives funding.

NOW THEREFORE BE IT RESOLVED, that NCTC approves the update of the Nevada County Transportation Commission Title VI Program and Language Assistance Plan.

BE IT FURTHER RESOLVED, that the Executive Director of NCTC is authorized to implement components of the Title VI Program in order to meet federal requirements and to implement the policies that may be necessary to comply with subsequent revisions for interpretations of the Civil Rights Act.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 20, 2023 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 Title VI Program and Language Assistance Plan

Adopted on September 20, 2023

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NCTC Title VI Program

Plan Statement:

The following program was developed to guide the Nevada County Transportation Commission (NCTC) in its administration and management of Title VI-related activities, and details how NCTC meets the requirements as set forth in FTA Circular 4702.1B.

Section 601 under Title VI of the Civil Rights Act of 1964 states the following:

“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Policy:

NCTC is committed to ensuring that no person on the basis of race, color, or national origin will be excluded from participation or subjected to discrimination with regard to the transportation planning and programming activities conducted by NCTC’s employees, affiliates, and contractors.

Governing Board:

The governing board for NCTC is made up of seven members. Four members are appointed by the Nevada County Board of Supervisors and three are appointed by the incorporated municipalities in the county. The Board of Supervisors appoints two members from the Board, 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.

General Reporting Requirements:

Chapter III of FTA Circular 4702.1B addresses the general reporting requirements for recipients and sub-recipients of Federal Transit Administration (FTA) funding to ensure that their activities comply with Department of Transportation (DOT) Title VI regulations. Below are summaries of each requirement and how NCTC’s Title VI Program fulfills that requirement.

1. REQUIREMENT TO PROVIDE TITLE VI ASSURANCES

In accordance with 49 CFR Section 21.7(a), every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with DOT’s Title VI regulations. This requirement shall be fulfilled when the applicant/recipient submits its annual certifications and assurances to FTA.

NCTC annually submits its Certifications and Assurances to the California Department of Transportation.

2. REQUIREMENT TO PREPARE AND SUBMIT A TITLE VI PROGRAM

Sub-recipients shall submit Title VI Programs to the primary recipient from whom they receive funding in order to assist the primary recipient in its compliance efforts.

NCTC has approved the Title VI Program by resolution and submitted it to the California Department of Transportation. The effective date will be the date of the resolution, September 20, 2023.

3. REQUIREMENT TO NOTIFY BENEFICIARIES OF PROTECTION UNDER TITLE VI

The Title VI Program shall include recipient's Title VI notice to the public that indicates the recipient complies with Title VI, informs members of the public of the protections against discrimination afforded to them by Title VI, and includes a list of locations where the notice is posted.

NCTC has developed a public Title VI Notice to Beneficiaries following the guidelines of Circular FTA C 4702.1B, Appendix B. A copy of the notice is found in Appendix 1 of this Title VI Program.

4. REQUIREMENT TO HAVE TITLE VI COMPLAINT PROCEDURES AND A COMPLAINT FORM

All recipients shall develop procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public. Recipients must also develop a Title VI complaint form, and the form and procedure for filing a complaint shall be available on the recipient's website.

NCTC has developed a Title VI complaint procedure and form. In this Title VI Program, Appendix 2 outlines NCTC's Title VI Complaint Procedures, and Appendix 3 is a copy of NCTC's Title VI Complaint form.

The complaint procedures and form are available in English on NCTC's website, www.nctc.ca.gov. Individuals who do not have access to the internet may request that NCTC mail them a paper copy of the procedures and form.

5. REQUIREMENT TO RECORD AND REPORT TRANSPORTATION-RELATED TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS

In order to comply with the reporting requirements of 49 CFR Section 21.9(b), FTA requires all recipients to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin: active investigations conducted by entities other than FTA; lawsuits; and complaints naming the recipient. This list shall include the date that the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient in response, or final findings related to the investigation, lawsuit, or complaint.

NCTC will maintain a list of all investigations, lawsuits and complaints naming NCTC according to the guidelines of Circular FTA C 4702.1B, Appendix E. A copy of this list is provided in Appendix 4 of this Title VI Program. In addition, NCTC will maintain permanent records of all related documents. NCTC has not received any Title VI complaints of discrimination and therefore does not have any investigations or lawsuits to report; however, the processes are in place in the event that complaints are made.

6. REQUIREMENT TO PROMOTE INCLUSIVE PUBLIC PARTICIPATION

The content and considerations of Title VI, the Executive Order on Limited English Proficiency (LEP), and the DOT LEP Guidance shall be integrated into each recipient's established public participation plan or process (i.e., the document that explicitly describes the proactive strategies, procedures, and desired outcomes that underpin the recipient's public participation activities).

NCTC's Public Participation Policy is shown in Appendix 5 of this Title VI Program. NCTC ensures that minority and LEP populations, as with all members of the public, will be empowered to participate in decisions involved with NCTC's transportation planning and programming activities.

7. REQUIREMENT TO PROVIDE MEANINGFUL ACCESS TO LEP PERSONS

Consistent with Title VI of the Civil Rights Act of 1964, DOT's implementing regulations, and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (65 FR 50121, Aug. 11, 2000), recipients shall take reasonable steps to ensure meaningful access to benefits, services, information, and other important portions of their programs and activities for individuals who are limited-English proficient (LEP).

Please see NCTC Language Assistance Plan attached to this Title VI Program. NCTC's Four Factor Analysis and Action Plan are contained therein.

8. MINORITY REPRESENTATION ON PLANNING AND ADVISORY BODIES

Title 49 CFR Section 21.5(b)(1)(vii) states that a recipient may not, on the grounds of race, color, or national origin, "deny a person the opportunity to participate as a member of a planning, advisory, or similar body which is an integral part of the program." Recipients that have transportation-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

Appendix 6 shows NCTC's Table Depicting Minority Representation on Committees and Councils Selected by NCTC.

9. REQUIREMENT TO PROVIDE ADDITIONAL INFORMATION UPON REQUEST

FTA may request, at its discretion, information other than that required by this Circular from a recipient in order for FTA to investigate complaints of discrimination or to resolve concerns about possible noncompliance with DOT's Title VI regulations.

NCTC will fully cooperate with any FTA investigation of discrimination complaints to the extent required by Title VI regulations.

Appendix 1: Title VI Notice to Beneficiaries

The Nevada County Transportation Commission (NCTC) operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with NCTC.

For more information on NCTC's Civil Rights Program and the procedures to file a complaint, contact (530) 265-3202; go online at www.nctc.ca.gov; or visit our administrative office at 101 Providence Mine Road, Suite 102, Nevada City, CA 95959.

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

This notice is posted in the NCTC office, 101 Providence Mine Road, Suite 102, Nevada City, CA and on the NCTC website: www.nctc.ca.gov.

Appendix 2: Title VI Complaint Procedures

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the Nevada County Transportation Commission (hereinafter referred to as "NCTC") may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form. NCTC investigates complaints received no more than 180 days after the alleged incident. NCTC will process complaints that are complete.

Complaints must be in writing and signed by the complainant on the form provided. Complaints must include the complainant's name, address, and phone number and be detailed to specify all issues and circumstances of the alleged discrimination. Allegations must be based on issues involving race, color or national origin. Title VI Complaints of Discrimination may be filed with:

Nevada County Transportation Commission
Attn: Title VI Coordinator
101 Providence Mine Road, Suite 102
Nevada City, CA 95959

Once the complaint is received, NCTC will review it to determine if its office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by NCTC.

NCTC has 30 days to investigate the complaint. If more information is needed to resolve the case, NCTC may contact the complainant. The complainant has 15 business days from the date of the letter to send requested information to NCTC. If NCTC is not contacted by the complainant or does not receive the additional information within 15 business days, NCTC can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

After NCTC reviews the complaint, it will issue one of two letters to the complainant: a closure letter or a Letter of Finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident and explains whether any disciplinary action, additional training of the staff member, or other action will occur. If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

A person may also file a complaint directly with the Federal Transit Administration, at FTA Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Avenue SE, Washington, DC 20590.

Appendix 3: Title VI Complaint Form

Section 601, under Title VI of the Civil Rights Act of 1964, states that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”
If you feel you have been discriminated against, please provide the following information in order to assist NCTC in processing your complaint.

SECTION 1 (Please print clearly):

Name: _____
Address: _____
City, State, Zip Code: _____
Telephone Number: _____ (Home) _____ (Work)
Accessible format requirements? ____ (Large print) ____ (Audiotape) ____ (TDD) ____ (Other)

SECTION 2

Are you filing this complaint on your own behalf? ____ (Yes) ____ (No)

If you answered yes to this question, go to Section 3.

If not, please supply the name and relationship of the person for whom you are complaining:

Name: _____ Relationship: _____

Please explain why you have filed for a third party: _____

Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of the third party. ____ (Yes) ____ (No)

SECTION 3

I believe the discrimination I experienced was based on (check all that apply):

_____ Race _____ Color _____ National Origin

Date and Place of Occurrence: _____

Name(s) and Title(s) of the person(s) who I believe discriminated against me:

The action or decision which caused me to believe I was discriminated against is as follows:
(Please include a description of what happened and how your benefits were denied, delayed or affected):

Please list any and all witnesses' names and phone numbers:

What type of corrective action would you like to see taken?

SECTION 4

Have you previously filed a Title VI complaint with this agency? _____(Yes) _____(No)

SECTION 5

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State Court? _____(Yes) _____(No)

If yes, check all that apply:

Federal Agency_____ Federal Court_____ State Agency_____ State Court _____ Local Agency_____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:_____ Title:_____

Agency:_____

Address:_____

Telephone Number:_____

You may attach any written materials or other information that you think is relevant to your complaint.

I believe the above information is true and correct to the best of my knowledge.

Signature and date required below:

Signature

Printed Name

Date

Please submit this form in person at the address below or mail this form to:

Nevada County Transportation Commission
Title VI Coordinator
101 Providence Mine Road, Suite 102
Nevada City, CA 95959

Appendix 4: List of Transit-Related Title VI Investigations, Complaints, and Lawsuits

Per FTA Circular 4702.1B, “all recipients are required to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin”:

- Active investigations conducted by FTA and entities other than FTA
- Lawsuits
- Complaints naming the recipient

Thus far, NCTC has not received Title VI Investigations, Complaints or Lawsuits. Below is the list that will be used for tracking these incidents:

Investigations, Lawsuits and Complaints

	Date (Month, Day, Year)	Summary (Include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
Investigations				
1.	N/A			
2.	N/A			
Lawsuits				
1.	N/A			
2.	N/A			
Complaints				
1.	N/A			
2.	N/A			

Appendix 5: Public Participation Plan

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 has a Facebook page, and maintains an ADA Accessible website (www.nctc.ca.gov), in an effort to keep the public informed of transportation planning and programming efforts underway in Nevada County.
- ◆ 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 notifying them the Draft RTP is available for review and comment and noting some key findings.
- ◆ Public hearings are held and noticed in the main newspapers in western and eastern Nevada County prior to adoption of the RTP and RTIP.
- ◆ Each year, public notifications are sent out to encourage participation in transportation planning processes, such as the annual unmet transit needs public hearing held by the Transit Services Commission (TSC) and numerous public workshops relating to the transportation projects and planning activities of NCTC.
- ◆ Citizens are encouraged to attend and speak at NCTC meetings on any matter included for discussion on the agenda at that meeting.

Appendix 6: Table Depicting Minority Representation on Committees and Councils Selected by NCTC

This is a required table depicting racial breakdown of transit-related, non-elected planning boards, advisory councils or committees. This page also has a description of efforts made to encourage minority participation.

SOCIAL SERVICE TRANSPORTATION ADVISORY COUNCIL

Body	Caucasian	Hawaiian/ Pacific Islander	African American	Asian American	Native American	Other
Population	92.9%	0.2%	0.5%	1.5%	1.1%	3.8%
SSTAC	8					
Language Group	English	Spanish	Asian Pacific	Indo / European	Other	
	91.2%	5.5%	0.7%	2.0%	0.6%	
SSTAC	8					

NCTC has welcomed all who are interested in serving on the Social Services Transportation Advisory Council (SSTAC) who meet the mandates of the Transportation Development Act (TDA). NCTC has appointed all members seeking to participate and will continue to do so. If a time comes when the size of the council becomes ineffective, Title VI policies will be honored. Outreach efforts are focused on the primary intent of the SSTAC, which is to meet the mandates of the TDA.

Per section 99238 of the Transportation Development Act, each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

As described in subdivision (a): The Social Services Transportation Advisory Council shall consist of the following members:

- One representative of potential transit users who is 60 years of age or older.
- One representative of potential transit users who is disabled.
- Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider if one exists.
- Two representatives of local social service providers for the disabled, including one representative of a social service transportation provider if one exists.
- One representative of a local social service provider for persons of limited means.

- Two representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists, including one representative from an operator, if one exists.

The transportation planning agency may appoint additional members to attain geographic and minority representation among council members. Therefore, NCTC has appointed a representative of transit users in western Nevada County and a representative of the Hispanic community in the Truckee area.

Appendix 7: Employee Education Form

Title VI Policy

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of NCTC and its affiliates are expected to consider, respect, and observe this policy. Citizen questions or complaints shall be directed to NCTC Title VI Coordinator.

Appendix 8: Acknowledgement of Receipt of Title VI Plan

I hereby acknowledge receipt of NCTC's Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits or services delivered by the NCTC on the basis of race, color, or national origin, as protected by Title VI.

Your signature

Print your name

Date

Appendix 9: Letter Acknowledging Receipt of Title VI Complaint

Today's Date

Ms. Jane Doe
1234 Main St.
Nevada City, CA 95959

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against the Nevada County Transportation Commission (NCTC) alleging _____.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning (530) 265-3202, or write to:

Nevada County Transportation Commission
Attn: Title VI Coordinator
101 Providence Mine Road, Suite 102
Nevada City, CA 95959

Sincerely,

NCTC Title VI Coordinator

Appendix 10: Letter of Finding (Notifying Complainant that Complaint Is Substantiated)

Today's Date

Ms. Jane Doe
1234 Main St.
Nevada City, CA 95959

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against the Nevada County Transportation Commission (NCTC) alleging a Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. Your input was helpful during our review of this matter. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from Federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

NCTC Title VI Coordinator

Appendix 11: Closure Letter (Notifying Complainant that the Complaint Is Not Substantiated)

Today's Date

Ms. Jane Doe
1234 Main St.
Nevada City, CA 95959

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against the Nevada County Transportation Commission (NCTC), alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, have in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving Federal financial assistance.

NCTC has analyzed the materials and facts pertaining to your case for evidence of NCTC's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to appeal this decision within thirty calendar days of receipt of this final written decision from NCTC.

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to contact me.

Sincerely,

NCTC Title VI Coordinator

NCTC Language Assistance Plan

Background

The purpose of this Language Assistance Plan is to clarify the responsibilities of NCTC, as a recipient of federal financial assistance from the U.S. Department of Transportation (DOT) to persons with Limited English Proficiency (LEP), pursuant to Title VI of the Civil Rights Act of 1964 and implementing regulations. It was prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations provide that no person shall be subjected to discrimination on the basis of race, color, or national origin under any program or activity that receives federal financial assistance.

Executive Order 13166

Executive Order 13166 "Improving Access to Services for Persons With Limited English Proficiency," reprinted at 65 FR 50121 (August 11, 2000), directs each Federal agency that is subject to the requirements of Title VI to publish guidance for its respective recipients clarifying that obligation. Executive Order 13166 further directs that all such guidance documents be consistent with the compliance standards and framework detailed in the Department of Justice's (DOJ's) Policy Guidance entitled "Enforcement of Title VI of the Civil Rights Act of 1964--National Origin Discrimination Against Persons With Limited English Proficiency." (See 65 FR 50123, August 16, 2000 DOJ's General LEP Guidance.) Different treatment based upon a person's inability to speak, read, write, or understand English may be a type of national origin discrimination.

Executive Order 13166 applies to all federal agencies and all programs and operations of entities that receive funding from the federal government, including state agencies, local agencies and governments (such as NCTC), private and non-profit entities, and sub-recipients.

Plan Summary

NCTC has developed this Language Assistance Plan (LAP) to help identify reasonable steps to provide language assistance for LEP persons who seek meaningful access to NCTC services as required by Executive Order 13166. As defined by this order, a person with Limited English Proficiency is one who does not speak English as their primary language and who has a limited ability to read, write, speak, or understand English.

This plan details procedures for identifying a person who may need language assistance, the ways in which assistance may be provided, staff training, how to notify LEP persons that assistance is available, and potential future updates to the plan.

Four Factor Analysis

The U.S. Department of Transportation (DOT) issued its Policy Guidance Concerning Recipient's Responsibilities to Limited English Proficient (LEP) Persons [Federal Register: December 14, 2005 (Volume 70, Number 239)]. This policy states that DOT recipients are required to take reasonable steps to ensure meaningful access to programs by LEP persons. This coverage extends to the recipient's entire program. There are four factors for agencies to consider when assessing language needs and determining what steps they should take to ensure access for LEP persons, regardless of whether or not the agency chooses not to

prepare a written LEP plan. A brief description of the self-assessment undertaken in each of these areas follows.

In developing the plan, NCTC undertook a Four Factor Analysis as required by U.S. DOT. This considers the following factors:

- 1) The number or proportion of LEP persons eligible to be served or likely to be encountered by NCTC.
- 2) The frequency with which LEP persons come into contact with NCTC programs, activities, or services.
- 3) The nature and importance of the programs, activities or services provided by NCTC to the population
- 4) The resources available to NCTC for LEP outreach, as well as the costs associated with that outreach.

A summation of these considerations is provided in the following section.

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by NCTC.

In order to understand the proportion of LEP persons eligible to be served or likely to be encountered by NCTC, NCTC staff examined the *2017-2021 American Community Survey 5-Year Estimates: Nevada County, California: Language Spoken at Home*. This chart estimates a total population of 102,241 and the population 5 years and over of 97,871 or 95.7% of the total population.

Using the percentages in “Languages Spoken at Home” from the *2017-2021 American Community Survey 5-Year Estimates*, NCTC has determined the following about Nevada County’s population over age 5 in the service area:

- 91.2% or 89,258 people speak English only.
- Approximately 8.8% or 8,565 people speak a language other than English; 2.6% or an estimated 2,553 people speak English less than “very well”.
- The largest proportion of non-English speaking language groups is Spanish: 5.4% or an estimated 5332 people speak Spanish, and of these 37.8% or 2,017 people speak English less than “very well”.
- 2.0% or an estimated 1,970 people speak Other Indo-European languages, and of these 8.9% or 174 people speak English less than “very well”.
- .7% or an estimated 720 people speak Asian and Pacific Island languages, and of these 34% or 245 people speak English less than “very well”.

DOT has adopted Department of Justice’s Safe Harbor Provision, which outlines circumstances that can provide a “safe harbor” for recipients regarding translation of written materials for LEP populations.

“The ‘Safe Harbor Provision’, as defined by the Department of Justice, stipulates that if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of persons eligible to be served or likely to be encountered, then such action will be considered strong evidence of compliance with the recipient’s written translation obligations.”

NCTC further examined specific languages using the *2017-2021 American Community Survey 5-Year Estimates: Language Spoken at Home by Ability to Speak English for the Population 5 Years and Over*. This data allowed NCTC to determine whether or not those speaking languages other than Spanish fall under the 'Safe Harbor Provision.'

All language groups other than Spanish have estimated populations of less than 1,000 persons and 5% of the total population. NCTC will further examine providing services to these language groups in annual reviews of the Title VI Program.

2. The frequency with which LEP persons come into contact with NCTC programs, activities, or services.

NCTC regularly assesses the frequency at which staff have or could possibly have contact with LEP persons. NCTC staff have had infrequent interactions with Spanish speakers during the planning and programming processes.

3. The nature and importance of the programs, activities or services provided by NCTC to the population.

Access to the transportation planning and programming processes is an essential service for NCTC's residents. NCTC's 'transit-dependent' population includes elderly persons, people with disabilities, youth, and individuals below the poverty line and without vehicles.

According to the *2017-2021 American Community Survey 5-Year Estimates: Selected Social Characteristics in the United States*, the largest geographic concentration of LEP individuals in NCTC's service area is Spanish-speaking.

The Sierra Community House is a social service organization within the NCTC service area that reaches out to these LEP individuals. A representative of the Sierra Community House is a member of the Social Service Transportation Advisory Council.

4. The resources available to NCTC for LEP outreach, as well as the costs associated with that outreach.

NCTC has assessed its available resources that could be used for providing LEP assistance. NCTC makes provision to have translators available at transportation needs workshops, when such services are requested.

Language Assistance Plan Outline

After analyzing the four factors, NCTC developed the following Language Assistance Plan to assist persons of Limited English Proficiency.

How NCTC staff may identify an LEP person who needs language assistance:

- Examine records of requests for language assistance from past meetings and events to determine the possible need for assistance at future events.
- When NCTC-sponsored workshops or conferences are held, NCTC provides a notice that interpretive services will be provided if requested.
- Survey staff, on an annual basis at the beginning of each fiscal year regarding their experience on having any direct or indirect contact with LEP individuals.

Language Assistance Measures

NCTC will continue to implement the following procedures:

- When an interpreter is needed, in person or on the telephone, NCTC staff will first attempt to determine what language is required, and then seek services of an interpreter or utilize the telephone interpreter service - Language Line Services at <http://www.language.com/>.

NCTC Staff Training

All NCTC staff will be provided with the LAP Plan and will be educated on the following procedures. This information will also be part of the staff orientation process for new hires. Training topics are listed below:

- Understanding the Title VI policy and LEP responsibilities.
- Language assistance services NCTC offers.
- How to use the "Language Line" interpretation and translation services.
- Documentation of language assistance requests.
- How to handle a Title VI and/or LEP complaint.

Outreach Techniques

NCTC will use the following outreach techniques:

- When staff will be hosting a meeting or workshop or will be presenting a pertinent topic, all meeting notices and flyers and agendas will give notice that interpretive service can be provided.
- When running a general public-meeting notice, staff will state that a translator will be available in Spanish, or in another language as determined to be necessary. The included clause will be similar to, "A (insert alternative Language) translator will be available if requested." For example: "Un

traductor del idioma español estará disponible si se solicita" or "A Spanish translator will be available if requested."

Monitoring and Updating the Language Assistance Plan

NCTC's Language Assistance Plan is designed to be easily updated. At a minimum, NCTC will follow the Title VI Program update schedule of submission every three years.

Each update of the LEP Plan will examine plan components including:

- How many LEP persons were encountered annually?
- Were the needs of these LEP persons met?
- What is the current LEP population in NCTC's service area?
- Is a change needed in the types of language translation services provided?
- Is there still a need for continued language assistance for previously identified NCTC programs?
- Are there other programs that should be included?
- Have NCTC's available resources, such as technology, staff, and financial costs changed?
- Has NCTC fulfilled the goals of the LAP Plan?
- Were any complaints received?

Dissemination of the NCTC Language Assistance Plan

NCTC will include the Language Assistance Plan along with the Title VI Program on the NCTC website (www.nctc.ca.gov). Any person, including social service, non-profit, and law enforcement agencies and other community partners with internet access, will be able to access the plan. Copies of the Language Assistance Plan will be provided, on request, to any person(s) requesting the document via phone, in person, by mail or email. LEP persons may obtain copies/translations of the plan upon request.

Any questions regarding this plan should be directed to the NCTC Title VI Coordinator:

Nevada County Transportation Commission
Title VI Coordinator
101 Providence Mine Road, Suite 102
Nevada City, CA 95959
Phone: (530) 265-3202

DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 TOM IVY – Grass Valley City Council, Vice Chair
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – 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 2023/24, Resolution 23-24

DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-24 approving the attached State of Good Repair (SGR) Project for Fiscal Year 2023/24.

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, with annual inflationary adjustments, 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 2023-24 State of Good Repair Program Allocation Estimate, August 1, 2023.

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 2023/24, NCTC coordinated with the Town of Truckee and the County of Nevada on the distribution of funding and jointly decided to allocate a second year of funding to Town of Truckee New Transit Center Property Acquisition, Facility Design and Construction. Approval of Resolution 23-24 will allocate \$170,090 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 23-24
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF STATE OF GOOD REPAIR PROJECT FOR FY 2023/24

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 \$170,090 of State of Good Repair funding for FY 2023/24. This approval is contingent upon Truckee Town Council approval and receipt of the fully executed SGR Subrecipient Agreement for FY 2023/24.

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 20, 2023 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



MALIA M. COHEN
CALIFORNIA STATE CONTROLLER

August 1, 2023

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

SUBJECT: Fiscal Year 2023-24 State of Good Repair Program Allocation Revised Estimate

Enclosed is the summary schedule of State of Good Repair (SGR) program funds available to be allocated for Fiscal Year (FY) 2023-24 for 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 August 1, 2023.

According to the FY 2023-24 enacted California Budget, the estimated amount of SGR program funds budgeted is \$125,619,000. 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 the first quarter's allocation will be paid by November 30, 2023. 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.

County Auditors Responsible for State of Good Repair Program Funds
Transportation Planning Agencies
County Transportation Commissions
San Diego Metropolitan Transit System
August 1, 2023
Page 2

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: 2023.08.01
16:46:45 -07'00'

MELMA DIZON
Manager
Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2023-24 STATE OF GOOD REPAIR PROGRAM ESTIMATED AVAILABLE AMOUNT SUMMARY
AUGUST 1, 2023

Regional Entity	Estimated Available 2023-24 Amount Based on PUC 99313 Allocation A	Estimated Available 2023-24 Amount Based on PUC 99314 Allocation B	Total Estimated Available 2023-24 Amount Allocation C= (A + B)
Metropolitan Transportation Commission	\$ 12,175,989	\$ 33,656,207	\$ 45,832,196
Sacramento Area Council of Governments	3,185,558	1,088,531	4,274,089
San Diego Association of Governments	1,542,401	374,138	1,916,539
San Diego Metropolitan Transit System	3,731,622	1,540,395	5,272,017
Tahoe Regional Planning Agency	174,001	9,925	183,926
Alpine County Transportation Commission	1,910	142	2,052
Amador County Transportation Commission	64,256	2,250	66,506
Butte County Association of Governments	331,614	17,906	349,520
Calaveras County Local Transportation Commission	72,406	876	73,282
Colusa County Local Transportation Commission	35,116	1,553	36,669
Del Norte County Local Transportation Commission	42,903	2,255	45,158
El Dorado County Local Transportation Commission	280,335	19,079	299,414
Fresno County Council of Governments	1,631,520	293,698	1,925,218
Glenn County Local Transportation Commission	46,189	1,313	47,502
Humboldt County Association of Governments	216,214	36,127	252,341
Imperial County Transportation Commission	289,490	27,380	316,870
Inyo County Local Transportation Commission	30,479	0	30,479
Kern Council of Governments	1,463,733	89,244	1,552,977
Kings County Association of Governments	243,588	9,763	253,351
Lake County/City Council of Governments	107,747	5,500	113,247
Lassen County Local Transportation Commission	45,607	2,060	47,667
Los Angeles County Metropolitan Transportation Authority	15,744,557	20,805,524	36,550,081
Madera County Local Transportation Commission	255,088	8,397	263,485
Mariposa County Local Transportation Commission	27,316	805	28,121
Mendocino Council of Governments	143,819	10,560	154,379
Merced County Association of Governments	460,241	21,876	482,117
Modoc County Local Transportation Commission	13,754	1,187	14,941
Mono County Local Transportation Commission	21,220	31,140	52,360
Transportation Agency for Monterey County	694,172	216,525	910,697
Nevada County Local Transportation Commission	162,459	7,631	170,090
Orange County Transportation Authority	5,060,158	1,817,022	6,877,180
Placer County Transportation Planning Agency	512,336	72,859	585,195
Plumas County Local Transportation Commission	30,640	4,708	35,348
Riverside County Transportation Commission	3,934,416	639,372	4,573,788
Council of San Benito County Governments	105,917	1,669	107,586
San Bernardino County Transportation Authority	3,519,595	741,501	4,261,096
San Joaquin Council of Governments	1,268,030	284,555	1,552,585
San Luis Obispo Area Council of Governments	448,968	30,931	479,899
Santa Barbara County Association of Governments (SBCAG)	710,606	180,009	890,615
Santa Cruz County Transportation Commission	422,681	384,650	807,331
Shasta Regional Transportation Agency	289,425	14,972	304,397
Sierra County Local Transportation Commission	5,150	197	5,347
Siskiyou County Local Transportation Commission	70,242	2,992	73,234
Stanislaus Council of Governments	880,584	50,036	930,620
Tehama County Transportation Commission	103,667	2,146	105,813
Trinity County Transportation Commission	25,709	840	26,549
Tulare County Association of Governments	766,265	80,584	846,849
Tuolumne County Transportation Council	88,052	2,241	90,293
Ventura County Transportation Commission	1,331,755	216,229	1,547,984
State Totals	\$ 62,809,500	\$ 62,809,500	\$ 125,619,000

STATE CONTROLLER'S OFFICE
2023-24 STATE OF GOOD REPAIR PROGRAM ESTIMATED AVAILABLE AMOUNT
BASED ON PUC 99314 ALLOCATION DETAIL
AUGUST 1, 2023

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Estimated Available 2023-24 Amount Based on PUC 99314 Allocation</u>
Madera County Local Transportation Commission		
City of Chowchilla	524,476	5,783
City of Madera	169,785	1,872
County of Madera	67,286	742
Regional Entity Totals	761,547	8,397
Mariposa County Local Transportation Commission		
County of Mariposa	73,004	805
Mendocino Council of Governments		
Mendocino Transit Authority	957,692	10,560
Merced County Association of Governments		
Transit Joint Powers Authority of Merced County	1,025,125	11,303
Yosemite Area Regional Transportation System (YARTS)	958,913	10,573
Regional Entity Totals	1,984,038	21,876
Modoc County Local Transportation Commission		
Modoc Transportation Agency	107,653	1,187
Mono County Local Transportation Commission		
Eastern Sierra Transit Authority	2,824,223	31,140
Transportation Agency for Monterey County		
Monterey-Salinas Transit District	19,637,486	216,525
Nevada County Local Transportation Commission		
County of Nevada	369,077	4,069
City of Truckee	323,083	3,562
Regional Entity Totals	692,160	7,631
Orange County Transportation Authority		
City of Laguna Beach	1,910,271	21,063
Orange County Transportation Authority	110,748,483	1,221,123
Regional Entity Subtotals	112,658,754	1,242,186
Orange County Transportation Authority - Corresponding to SCRRA***	NA	574,836
Regional Entity Totals	112,658,754	1,817,022
Placer County Transportation Planning Agency		
City of Auburn	21,830	241
County of Placer	5,410,141	59,653
City of Roseville	1,175,827	12,965
Regional Entity Totals	6,607,798	72,859
Plumas County Local Transportation Commission		
County of Plumas	346,829	3,824
County Service Area 12 - Specialized Service	80,198	884
Regional Entity Totals	427,027	4,708

*** 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 2023-24 STATE OF GOOD REPAIR FUNDS

THIS SUBRECIPIENT AGREEMENT (“Agreement”) is entered into effective September 20, 2023, 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



MALIA M. COHEN
CALIFORNIA STATE CONTROLLER

August 1, 2023

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

SUBJECT: Fiscal Year 2023-24 State Transit Assistance Allocation Revised Estimate

Enclosed is a revised summary schedule of State Transit Assistance (STA) funds estimated for Fiscal Year (FY) 2023-24 for 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, 2023. 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 2023-24 enacted California Budget, the estimated amount of STA funds budgeted is \$963,433,000. SCO anticipates the first quarter's allocation will be paid by November 30, 2023. 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

Digitally signed by
Melma Dizon
Date: 2023.08.01
15:05:25 -07'00'

MELMA DIZON
Manager
Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE 2023/24 STATE TRANSIT ASSISTANCE FUND ALLOCATION REVISED ESTIMATE 08-01-2023

	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 2023/24 Preliminary Estimate
NCTC	\$682,979.00	\$562,994.00		\$1,245,973.00
Grass Valley			0*	
Nevada City			0*	
Nevada County			\$31,211.00	\$31,211.00
Truckee			\$27,321.00	\$27,321.00
Total			\$58,532.00	\$1,304,505.00

STA amounts were taken from the State Transit Assistance Fund Allocation Preliminary Estimate prepared by the Office of the State Controller 08/01/2023.

STATE CONTROLLER'S OFFICE
2023-24 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE SUMMARY
AUGUST 1, 2023

Regional Entity	PUC 99313		PUC 99314 Fiscal Year 2023-24 Estimate	Total Fiscal Year 2023-24 Estimate
	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)		
	Fiscal Year 2023-24 Estimate	Fiscal Year 2023-24 Estimate		
	A	B	C	D= (A+B+C)
Metropolitan Transportation Commission	\$ 51,188,125	\$ 42,195,442	\$ 258,125,769	\$ 351,509,336
Sacramento Area Council of Governments	13,392,156	11,039,434	8,348,481	32,780,071
San Diego Association of Governments	6,484,288	5,345,134	2,869,443	14,698,865
San Diego Metropolitan Transit System	15,687,819	12,931,798	11,814,035	40,433,652
Tahoe Regional Planning Agency	731,504	602,994	76,120	1,410,618
Alpine County Transportation Commission	8,030	6,619	1,084	15,733
Amador County Transportation Commission	270,133	222,677	17,258	510,068
Butte County Association of Governments	1,394,113	1,149,196	137,328	2,680,637
Calaveras County Local Transportation Commission	304,398	250,921	6,716	562,035
Colusa County Local Transportation Commission	147,628	121,693	11,913	281,234
Del Norte County Local Transportation Commission	180,367	148,680	17,296	346,343
El Dorado County Local Transportation Commission	1,178,532	971,489	146,329	2,296,350
Fresno County Council of Governments	6,858,943	5,653,971	2,252,509	14,765,423
Glenn County Local Transportation Commission	194,180	160,066	10,069	364,315
Humboldt County Association of Governments	908,969	749,282	277,078	1,935,329
Imperial County Transportation Commission	1,217,021	1,003,216	209,985	2,430,222
Inyo County Local Transportation Commission	128,133	105,623	0	233,756
Kern Council of Governments	6,153,567	5,072,514	684,452	11,910,533
Kings County Association of Governments	1,024,048	844,145	74,877	1,943,070
Lake County/City Council of Governments	452,969	373,392	42,185	868,546
Lassen County Local Transportation Commission	191,732	158,049	15,802	365,583
Los Angeles County Metropolitan Transportation Authority	66,190,463	54,562,183	159,567,653	280,320,299
Madera County Local Transportation Commission	1,072,397	883,999	64,400	2,020,796
Mariposa County Local Transportation Commission	114,836	94,661	6,174	215,671
Mendocino Council of Governments	604,618	498,400	80,987	1,184,005
Merced County Association of Governments	1,934,861	1,594,947	167,780	3,697,588
Modoc County Local Transportation Commission	57,821	47,663	9,103	114,587
Mono County Local Transportation Commission	89,210	73,538	238,829	401,577
Transportation Agency for Monterey County	2,918,312	2,405,626	1,660,632	6,984,570
Nevada County Local Transportation Commission	682,979	562,994	58,532	1,304,505
Orange County Transportation Authority	21,273,012	17,535,789	13,935,618	52,744,419
Placer County Transportation Planning Agency	2,153,873	1,775,483	558,784	4,488,140
Plumas County Local Transportation Commission	128,811	106,182	36,111	271,104
Riverside County Transportation Commission	16,540,370	13,634,573	4,903,661	35,078,604
Council of San Benito County Governments	445,279	367,053	12,801	825,133
San Bernardino County Transportation Authority	14,796,454	12,197,027	5,686,927	32,680,408
San Joaquin Council of Governments	5,330,825	4,394,310	2,182,399	11,907,534
San Luis Obispo Area Council of Governments	1,887,469	1,555,880	237,216	3,680,565
Santa Barbara County Association of Governments (SBCAG)	2,987,403	2,462,579	1,380,574	6,830,556
Santa Cruz County Transportation Commission	1,776,960	1,464,785	2,950,068	6,191,813
Shasta Regional Transportation Agency	1,216,750	1,002,992	114,827	2,334,569
Sierra County Local Transportation Commission	21,653	17,848	1,503	41,004
Siskiyou County Local Transportation Commission	295,298	243,420	22,945	561,663
Stanislaus Council of Governments	3,701,995	3,051,632	383,754	7,137,381
Tehama County Transportation Commission	435,820	359,255	16,455	811,530
Trinity County Transportation Commission	108,082	89,094	6,445	203,621
Tulare County Association of Governments	3,221,394	2,655,463	618,039	6,494,896
Tuolumne County Transportation Council	370,173	305,141	17,187	692,501
Ventura County Transportation Commission	5,598,727	4,615,148	1,658,367	11,872,242
Subtotals	\$ 264,052,500	\$ 217,664,000		
State Totals		\$ 481,716,500	\$ 481,716,500	\$ 963,433,000

STATE CONTROLLER'S OFFICE
2023-24 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL
AUGUST 1, 2023

Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)	Total Fiscal Year 2023-24 Estimate
		Fiscal Year 2023-24 Estimate A	Fiscal Year 2023-24 Estimate B	C= (A+B)
Modoc County Local Transportation Commission Modoc Transportation Agency	107,653	4,990	4,113	9,103
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	130,914	107,915	238,829
Transportation Agency for Monterey County Monterey-Salinas Transit District	19,637,486	910,274	750,358	1,660,632
Nevada County Local Transportation Commission County of Nevada	369,077	17,108	14,103	31,211
City of Truckee	323,083	14,976	12,345	27,321
Regional Entity Totals	692,160	32,084	26,448	58,532
Orange County Transportation Authority City of Laguna Beach	1,910,271	88,549	72,992	161,541
Orange County Transportation Authority	110,748,483	5,133,626	4,231,756	9,365,382
Regional Entity Subtotals	112,658,754	5,222,175	4,304,748	9,526,923
Orange County Transportation Authority - Corresponding to SCRRA***	NA	2,416,623	1,992,072	4,408,695
Regional Entity Totals	112,658,754	7,638,798	6,296,820	13,935,618
Placer County Transportation Planning Agency City of Auburn	21,830	1,012	834	1,846
County of Placer	5,410,141	250,781	206,724	457,505
City of Roseville	1,175,827	54,504	44,929	99,433
Regional Entity Totals	6,607,798	306,297	252,487	558,784
Plumas County Local Transportation Commission County of Plumas	346,829	16,077	13,253	29,330
County Service Area 12 - Specialized Service	80,198	3,717	3,064	6,781
Regional Entity Totals	427,027	19,794	16,317	36,111
Riverside County Transportation Commission City of Banning	208,349	9,658	7,961	17,619
City of Beaumont	318,557	14,766	12,172	26,938
City of Corona	426,555	19,772	16,299	36,071
Palo Verde Valley Transit Agency	175,762	8,147	6,716	14,863
City of Riverside - Specialized Service	493,635	22,882	18,862	41,744
Riverside Transit Agency	18,329,390	849,639	700,375	1,550,014
Sunline Transit Agency	11,506,078	533,352	439,653	973,005
Regional Entity Subtotals	31,458,326	1,458,216	1,202,038	2,660,254
Riverside County Transportation Commission - Corresponding to SCRRA***	NA	1,229,722	1,013,685	2,243,407
Regional Entity Totals	31,458,326	2,687,938	2,215,723	4,903,661

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

DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 TOM IVY – Grass Valley City Council, Vice Chair
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – 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: 1430.4

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Certification of the 2023 Federal Transit Administration Section 5310 Grant Applications, Resolution 23-25

DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-25, certifying that the 2023 Federal Transit Administration (FTA) Section 5310 grant applications meet the requirements and conditions of 49 United States Code (U.S.C.) Section 5310 and are consistent with the *Nevada County Coordinated Public Transit-Human Services Transportation Plan*.

BACKGROUND: The FTA Elderly and Disabled Specialized Transit Program (Section 5310) is a Caltrans managed competitive statewide grant program that authorizes funding for projects designed to meet the special needs of elderly persons and individuals with disabilities. Eligible projects include transit capital projects, mobility management activities, and the provision of paratransit services above and beyond the requirements of the Americans with Disabilities Act (ADA).

The Nevada County Transportation Commission (NCTC), as the Regional Transportation Planning Agency for Nevada County, annually reviews the grant applications submitted from agencies within Nevada County as part of the FTA Section 5310 defined process. NCTC staff certifies that the applications meet the requirements and conditions of 49 U.S.C. 5310, and are consistent with the *Nevada County Coordinated Public Transit-Human Services Transportation Plan*. Applications are then submitted to Caltrans and reviewed and scored by a State Review Committee, which then establishes a prioritized list based on available funding.

The following two grant applications were submitted for consideration in the 2023 FTA Section 5310 grant cycle:

- Town of Truckee applied for continuation of funding for the provision of paratransit services for seniors and individuals with disabilities above and beyond the required service area required by the Americans with Disabilities Act.
- Nevada-Sierra Connecting Point Public Authority applied for continuation of funding to provide mobility management in Nevada County as part of the Nevada County 211 program and travel

training component of services offered to residents, including seniors and individuals with disabilities.

Staff has reviewed the applications and verified that they meet the federal requirements and are consistent with the *Nevada County Coordinated Public Transit-Human Services Transportation Plan* adopted July 21, 2021.

**RESOLUTION 23-25
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**CERTIFYING THE 2023 FEDERAL TRANSIT ADMINISTRATION SECTION 5310 GRANT
APPLICATIONS MEET FEDERAL STATUTORY AND PROGRAM REGULATIONS**

WHEREAS, the Federal Transit Administration (FTA) Elderly and Disabled Specialized Transit Program (Section 5310), is a Caltrans managed competitive statewide grant program that authorizes funding for projects designed to meet the special needs of elderly persons and individuals with disabilities; and

WHEREAS, eligible projects include transit capital projects, mobility management activities, and the provision of paratransit services above and beyond the requirements of the Americans with Disabilities Act (ADA); and

WHEREAS, Nevada County Transportation Commission (NCTC), as the Regional Transportation Planning Agency for Nevada County, is responsible for reviewing the grant applications and certifying they meet federal statutory and program regulations; and

WHEREAS, the Town of Truckee submitted a grant application for continuation of funding for the provision of paratransit services above and beyond the requirements of the Americans with Disabilities Act, including the provision of demand response service on Sundays during the non-winter months and additional funding to expand the daily paratransit operating hours; and

WHEREAS, the Nevada-Sierra Connecting Point Public Authority submitted a grant application for continuation of funding to provide mobility management in Nevada County as part of the Nevada County 211 program and travel training component of services offered to residents, including seniors and individuals with disabilities; and

WHEREAS, the applications submitted in the Fiscal Year 2023 Grant Application Cycle have been reviewed by NCTC staff and are consistent with the *2018 Nevada County Regional Transportation Plan*, the *Nevada County Coordinated Public Transit-Human Services Transportation Plan* update (adopted July 21, 2021), and meet the requirements and conditions of 49 U.S.C. 5310.

NOW, THEREFORE, BE IT RESOLVED, the Nevada County Transportation Commission certifies that the 2023 FTA Section 5310 grant applications submitted meet the federal statutory and program regulations.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 20, 2023 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
TOM IVY – Grass Valley City Council, Vice Chair
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – 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: 500.1

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Allocation of Regional Surface Transportation Program funds for the Update of the Nevada County Local Road Safety Plan, Resolution 23-26

DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-26, allocating \$80,000 from the Regional Surface Transportation Program to Nevada County for the Update of the Local Road Safety Plan.

BACKGROUND: In FY 2018/19 NCTC provided funding to assist Nevada County with the development of the first Nevada County Local Road Safety Plan. A Local Road Safety Plan provides a framework for identifying, analyzing, and prioritizing roadway safety improvements on local roads, and results in a prioritized list of issues, risks, actions, and improvements that can be used to reduce fatalities and serious injuries on the local road network. This update will provide an opportunity to assess progress and adjust objectives and goals of the Local Road Safety Plan. NCTC has budgeted \$80,000 from Regional Surface Transportation Program funds in the FY 2023/24 Overall Work Program to fund the Local Road Safety Plan Update.

**RESOLUTION 23-26
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**ALLOCATION OF REGIONAL SURFACE TRANSPORTATION PROGRAM FUNDS
TO THE COUNTY OF NEVADA FOR FY 2023/24 TO FUND THE UPDATE OF
THE NEVADA COUNTY LOCAL ROAD SAFETY PLAN**

WHEREAS, the Nevada County Transportation Commission (NCTC) has established an expendable trust fund for Regional Surface Transportation Program (RSTP) funds; and

WHEREAS, NCTC has exchanged its apportionment of federal funds for State Highway Account funds; and

WHEREAS, County of Nevada is requesting an allocation of \$80,000 for FY 2023/24 from NCTC's RSTP funds for the Update of the Nevada County Local Road Safety Plan; and

WHEREAS, as of June 30, 2023, the RSTP (Fund #6492) amount available to allocate for regional projects was \$174,849.82; and

WHEREAS, NCTC has budgeted \$80,000 from the RSTP funds in the FY 2023/24 Overall Work Program.

NOW, THEREFORE, BE IT RESOLVED, that NCTC does hereby allocate \$80,000 for FY 2023/24 from the RSTP fund to County of Nevada for the Update of the Nevada County Local Road Safety Plan, contingent upon receipt of a Board of Supervisors' signed resolution and all finalized claim documents related to this claim. Payments shall be made upon receipt of invoice(s).

BE IT FURTHER RESOLVED, that NCTC's Executive Director is hereby authorized and directed to issue allocation instructions in accordance with this Resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 20, 2023 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
TOM IVY – Grass Valley City Council, Vice Chair
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – 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 with Politico Group for State Advocacy Services, Resolution 23-27
DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-27 authorizing the Chair to execute an agreement with Politico Group to provide State Advocacy Services to Nevada County Transportation Commission.

BACKGROUND:

As the RTPA with jurisdiction over Nevada County, NCTC actively monitors state legislation and transportation policy proposals to ensure that they align with the regional goals and objectives and do not unintentionally disadvantage priority projects for funding consideration. Often legislative and transportation policy proposals are developed through an “Urban Lens” with a “One Size Fits All Approach” and without consideration to the applicability or consequences of implementation in rural parts of the state. It is critical that NCTC stay abreast of legislation and policy proposals to ensure opportunities for advocacy are maximized.

NCTC released a Request for Proposal (RFP) soliciting legislative advocacy services on May 31, 2023. NCTC sought an individual or firm to provide state advocacy services for NCTC to work with staff to develop and implement strategies to maximize funding for Nevada County priority and programmatic areas of interest as noted above. Outcomes of the contract would include, but not be limited to, developing legislative platforms, monitoring and advising on legislative proposals, meeting with key state transportation officials and members of the legislature to advocate on behalf of NCTC, advising NCTC staff on implementation of strategies, coordinating with state advocates of member jurisdictions in Nevada County to strategically align approaches and maximize effectiveness, and otherwise represent NCTC priorities with state officials.

Three firms responded by the Request for Proposal deadline of June 22, 2023. The consulting firm Politico Group was selected to provide state advocacy services. Politico Group is a non-partisan public affairs, legislative advocacy, consulting, and association management firm established in 1974 that focuses on providing comprehensive services with specific expertise on transportation.

Funding for the first year of the contract is included in Work Element 1.1 in the FY 2023/24 Overall Work Program, with an annual budget amount of \$48,000 for advocacy services. The agreement with Politico Group is for a three-year contract term with the amount not to exceed \$48,000 in FY 2023/24, \$48,000 in FY 2024/25, and \$48,000 in FY 2025/26. Two additional one-year contract extensions through contract amendments, at the discretion of NCTC, would not exceed \$48,000 for FY 2026/27 and \$48,000 for FY 2027/28.

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 23-27
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**APPROVAL OF NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)
PROFESSIONAL SERVICES AGREEMENT WITH POLITICO GROUP, INC.
TO PROVIDE STATE ADVOCACY SERVICES**

WHEREAS, funding for this project has been included in the FY 2023/24 Overall Work Program;
and

WHEREAS, Politico Group, Inc. was selected to provide State Advocacy Services for NCTC to work with staff to develop and implement strategies to maximize funding for Nevada County priorities and programmatic areas of interest to NCTC at an amount not to exceed \$48,000 in FY 2023/24, \$48,000 in FY 2024/25, and \$48,000 in FY 2025/26. Two additional one-year contract extensions through contract amendments, at the discretion of NCTC, would not exceed \$48,000 for FY 2026/27 and \$48,000 for FY 2027/28; and

WHEREAS, the proposed contract has been reviewed and approved by NCTC's attorney Sloan Sakai Yeung & Wong LLP; 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 Politico Group, Inc. to provide NCTC with professional State Advocacy Services.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 20, 2023 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
NEVADA COUNTY TRANSPORTATION COMMISSION
AND POLITICO GROUP, INC. FOR STATE ADVOCACY SERVICES**

This Agreement by and between the Nevada County Transportation Commission (hereinafter referred to as “NCTC”), and Politico Group, Inc. (hereinafter referred to as “Consultant”), is entered into by the parties in consideration of the mutual promises, covenants, and conditions hereinafter set forth, and 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 provide State Advocacy Services.

Consultant will provide services as set forth in Exhibit “A” NCTC’s “Request for Proposal to Provide State Advocacy Services” and Exhibit “B” Consultant’s proposal entitled, “Request for Proposal - State Advocacy Services.” 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.
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 Mike Woodman. The project representative for Consultant shall be Kiana Valentine. 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 20, 2023, 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 July 31, 2026, 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 a monthly retainer in the amount of \$4,000 as compensation in full for all services performed by Consultant pursuant to this Agreement, sums not to exceed the following amounts per fiscal year (FY):

- FY 2023/24: \$48,000
- FY 2024/25: \$48,000
- FY 2025/26: \$48,000

This agreement acknowledges two one-year optional extensions of the contract at the discretion of NCTC through amendments to the agreement. Upon amendments to this agreement, NCTC shall pay Consultant a monthly retainer in the amount of \$4,000 as compensation in full for all services at an annual not-to-exceed amount of \$48,000.

Consultant will not perform work, nor be required to perform work, or incur travel expenses outside those services specified in this Agreement which would result in billings in excess of the maximum amounts listed above per fiscal year, without the prior written agreement of both parties. In addition to the retainer, reimbursement of any necessary and reasonable travel expenses will be reimbursed only upon prior written approval by NCTC.

11. **Method of Payment:** Consultant shall bill NCTC a monthly retainer of \$4,000 for services performed under this Agreement. The invoice shall include a description of work completed to date. Payment by NCTC to Consultant shall be made within 30 days after receipt of Consultant's invoice and acceptance of the work to date. 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 **\$4,000** per month year to date, maximum not-to-exceed **\$144,000**, plus any NCTC approved travel expenses.
 - 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.
 - b. 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 Consultant which is in the exclusive possession of another who fails or refuses to furnish this information, Consultant shall so certify to NCTC or the Federal Transit Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

- g. **Sanctions for Noncompliance:** In the event of Consultant's noncompliance with the nondiscrimination provisions of this Agreement, NCTC shall impose such contract sanctions as it or the Federal Transit Administration may determine to be appropriate, including but not limited to:

 - (1) Withholding of payments to Consultant under the Agreement until Consultant complies, and/or,
 - (2) Cancellation, termination or suspension of the Agreement, in whole or in part.
 - h. **Incorporation of Provisions:** Consultant shall include the provision of this Section 29 in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. Consultant shall take such action with respect to any subcontract of procurement as NCTC or the Federal Transit Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, Consultant may request that NCTC enter into such litigation to protect the interests of NCTC. In addition, Consultant may request the United States to enter into such litigation to protect the interests of the United States.
30. **Drug-Free Certification:** By signing this Agreement, Consultant hereby certifies, under penalty of perjury under the laws of the State of California, Consultant will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code § 8350, et seq.) and will provide a drug-free workplace by taking the following actions:
- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited, and specifying actions to be taken against employees for violations.
 - b. Establish a Drug-Free Awareness Program to inform employees about:

 - (1) The dangers of drug abuse in the workplace;

- (2) The person's or the organization's policy of maintaining a drug-free workplace;
 - (3) Any available counseling, rehabilitation, and employee assistance programs; and
 - (4) Penalties that may be imposed upon employees for drug abuse violations.
 - c. Every employee of Consultant who works under this Agreement shall:
 - (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. **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.

41. **Safety:** Consultant shall comply with any applicable OSHA regulations regarding necessary safety equipment or procedures, and safety instructions issued by NCTC, if any.
42. **State Prevailing Wage Rates:** The State of California's General Prevailing Wage Rates are not applicable to this Agreement.

IN WITNESS WHEREOF, this Agreement between the Nevada County Transportation Commission and Consultant 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
- Certificate of Insurance
- Electronic Deposit Authorization Form
- Vendor Data Record

DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
TOM IVY – Grass Valley City Council, Vice Chair
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – 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 2023/24 Overall Work Program, Resolution 23-28
DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-28 approving Amendment 1 to the FY 2023/24 Overall Work Program (OWP).

BACKGROUND: Resolution 23-28 approves the changes to the FY 2023/24 OWP work elements and budgets described below:

As part of completing the year-end financial reports and reconciliation of expenditures for the 2022/23 fiscal year, staff amends the FY 2023/24 OWP in order to update the estimated revenue carryover amounts. The FY 2023/24 OWP Budget Tables have been adjusted as shown in Table 1, Budget Summary:

- The FY 2023/24 State Rural Planning Assistance (RPA) Formula Funds increased by \$23,827.79 because of the FY 2022/23 RPA Formula Funds carried into FY 2023/24. Also, the amount of RPA grant funds carried into FY 2023/24 decreased by \$77,786.33 based on year-end expenditures. However, in July the RCTF Rural Induced Demand Study was awarded a new grant of \$25,000.
- The State Transportation Improvement Program (STIP) Planning (PPM) Funds decreased by \$98,350.45 based on year-end expenditures.
- The Local Transportation Fund (LTF) Carryover Funds decreased by \$45,725.29 based on the year-end expenditures. The LTF Administration Funds increased by \$118,079.95 and the LTF Planning Funds decreased by \$216.57, and the Contingency Funds decreased by \$49,617.82.
- The Regional Transportation Mitigation Fees (RTMF) Funds have increased by \$2,500 from the Budget adopted May 17, 2023, to cover increased administrative costs.
- Regional Surface Transportation Program (RSTP) funds were reduced by \$70,018.32 based on year-end expenditures.

These adjustments resulted in a total net budget decrease of \$172,307.02.

Table 2, Direct Costs Budget, shows the changes made to the identified projects based on year-end accounting.

Table 3, Indirect Costs Budget, shows adjustments that were made based on an increase in administrative costs for the Nevada County Auditor/Controller, a budgeted increase in Office Expenses, an increase in the Training and Conferences budget, and increases in the Travel budgets. The changes resulted in a net increase of approximately \$26,916, or about 18.26%.

Tables 4, 5, and 6 show the details of the changes summarized in Tables 1, 2, and 3.

attachments

**RESOLUTION 23-28
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF AMENDMENT I TO THE FY 2023/24 OVERALL WORK PROGRAM

WHEREAS, the Nevada County Transportation Commission (NCTC), through the adoption of Resolution 23-08 approved the FY 2023/24 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 2023/24 OWP.

NOW, THEREFORE, BE IT RESOLVED, that the modifications recommended in the attached memorandum are adopted as Amendment I of the FY 2023/24 Overall Work Program.

BE IT FURTHER RESOLVED, that the budget of the FY 2023/24 Overall Work Program is approved as follows:

\$ 892,449.00	Local Transportation Funds (LTF)
\$ 294,000.00	Rural Planning Assistance (RPA) Formula Funds
\$ 23,827.79	Rural Planning Assistance (RPA) Formula Carryover Funds
\$ 25,000.00	Rural Planning Assistance (RPA) Grant Funds
\$ 277,213.67	Rural Planning Assistance (RPA) Grant Carryover Funds
\$ 7,500.00	Regional Transportation Mitigation Fees (RTMF)
\$ 114,804.39	State Transportation Improvement Program (STIP) Planning Funds (PPM)
\$ 81,288.91	Regional Surface Transportation Program (RSTP) Funds
\$ 15,000.00	ALUC Fees
<u>\$ 198,403.61</u>	<u>Local Transportation Funds (LTF) Carryover</u>
\$1,929,487.39	Total Budget FY 2023/24

BE IT FURTHER RESOLVED, that NCTC does hereby allocate 3% of the annual Local Transportation Fund revenues for FY 2023/24 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 20, 2023, by the following vote:

Ayes:

Noes:

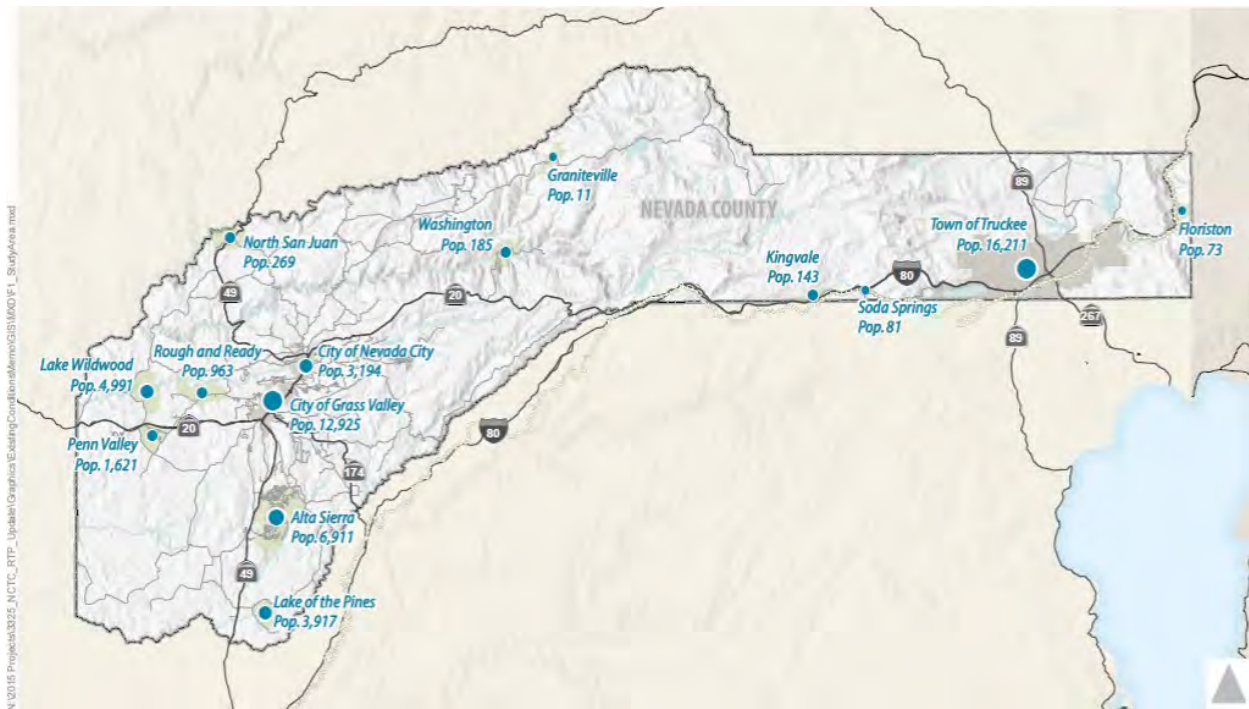
Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

Nevada County Transportation Commission



2023/24 Overall Work Program

Final May 17, 2023
Amendment 1 September 20, 2023

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NEVADA COUNTY TRANSPORTATION COMMISSION

CREATING A BETTER FUTURE BY BUILDING UPON SUCCESSES OF THE PAST



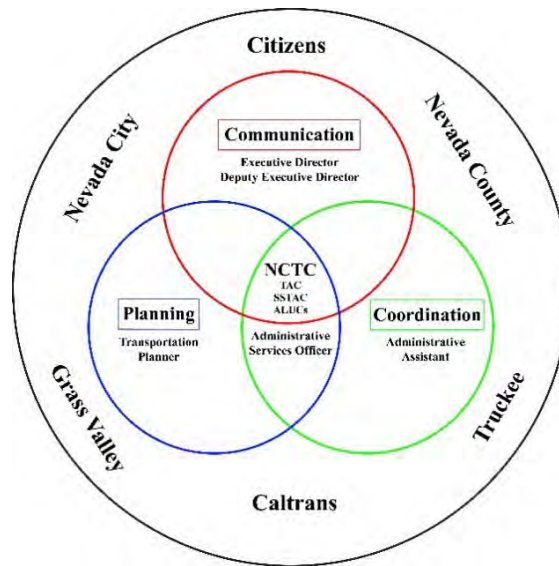
MISSION STATEMENT

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, Congestion Mitigation and Air Quality Improvement Program 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 Latino communities. The goal of the SSTAC is to maintain and improve transportation services to the residents of Nevada County, particularly the underserved and under-represented members of the community, such as the elderly and disabled. The SSTAC recommends action to the Commission relative to the unmet transit needs findings, and advises the Commission on transit issues, including coordination and consolidation of specialized transportation services.

Airport Land Use Commissions (ALUCs)

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

Nevada County Demographics

As of January 1, 2022, the population of Nevada County was estimated at 101,242. The largest municipality is Truckee with a population of 17,100, followed by Grass Valley at 13,617 and Nevada City at 3,334. The population of the unincorporated portion of the County was 67,191. The Race and Ethnicity data for Nevada County on Census.gov reported the racial makeup of the county as 83.5% White, followed by 10.2% Hispanic, 1.4% Asian, 1.0% Native American, 0.4% Black or African American, 0.1% Native Hawaiian and Pacific Islander, and 3.4% Some Other Race. The data at Census.gov indicates that 13.6% 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.

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. In addition to discretionary recreation demand travel, high housing costs have increased daily commuter trips into and out of the Truckee/North Tahoe region. To address these issues requires a multimodal and multijurisdictional 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 local, 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, including zero-emission bus fleets and charging technology
- High cost of housing and short-term rentals increasing commute trips and distances
- Improvements to the regional transportation system to ensure safe and efficient emergency evacuation

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 multimodal 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
- Western Nevada County Transit Development Plan 2021/22
- SR 49 Comprehensive Multimodal Corridor Plan 2021/22
- 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
- Legacy Trail – Brockway Multi-use Path, Construction 2021/22
- Legacy Trail Phase 4, Plans, Specifications, and Estimate, 2021/22
- Church Street Extension and Trout Creek Restoration, Plans Specifications, and Estimates 2021/2022
- Truckee Railyard Mobility Hub, Right of Way Acquisition, Plans Specifications, and Estimate, 2022/23
- West River Streetscape Improvement Project, Plans, Specifications, and Estimate, 2022/23
- Town of Truckee Microtransit Feasibility Study 2022/23
- Coldstream/I-80 Off Ramp Roundabout, Construction 2022/23

Federal Planning Factors:

As shown in the chart below, the Federal Planning Factors have been integrated into NCTC’s FY 2023/24 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 2.3	WE 2.3.3	WE 2.4	WE 2.4.1	WE 2.4.2	WE 2.4.4	WE 2.4.6
Economic Vitality	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	
Accessibility	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	
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	
Resiliency & Reliability	X	X	X	X	X	X	X	X			X	X
Travel & Tourism	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 24)

Budget 1.1

Revenues:		
	LTF	\$363,560.43
	RTMF	\$7,500.00
Total		\$371,060.43
Expenditures:		
	Staff	\$263,431.18
	Indirect	\$50,629.26
	Consulting	\$57,000.00
Total		\$371,060.43

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

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 (SSTAC)
- 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 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)
- Administer Federal Transit Administration revenues (5311, Cares Act, and CRRSAA) (LTF)

Products:

- Closeout FY 2022/23 OWP (Sept 23)
- Manage FY 2023/24 Overall Work Program (July 23-June 24)
- Draft FY 2024/25 Overall Work Program (Mar 24)
- Final FY 2024/25 Overall Work Program (May 24)
- Completed Fiscal and Compliance Audit (Mar 24)

WORK ELEMENT 1 - COMMUNICATION AND COORDINATION (continued)

Project 1.2 - Fiscal Administration

- State Controller's Annual Report (Dec 23)
- Accounting Reports/Payroll/Payment Authorizations/Tax Reports (Ongoing)
- Financial reports (Monthly)
- Findings of Apportionment (Feb 24)

Budget 1.2

Revenues:		
	LTF	\$374,493.11
Total		\$374,493.11
Expenditures:		
	Staff	\$265,891.08
	Indirect	\$51,102.03
	Fiscal Audits	\$57,500.00
Total		\$374,493.11

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 (Transportation Planning), 2.1.1 (Nevada County Regional Transportation Plan Update), 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 and emergency preparedness (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)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

- ✓ Conduct transit needs public hearings and prepare transit development plans and transit marketing plans as appropriate. (Project 2.3)
- ✓ 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-6).

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 - Transportation Planning

Purpose: Regional planning and implementation, monitoring the regional transportation system, and implementation 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 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 database: airport locations, airport boundaries, noise contours, airport influence area, and ground access routes to airports.

Additional/Continuing Work:

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

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.1 - Transportation Planning (continued)

- Coordinate with public safety agencies. (NCTC) (RPA & LTF)
- Local participation in regional planning and updating traffic counts (NCTC, Grass Valley, Nevada City, Town of Truckee, Nevada County) (RPA)
- Monitor existing traffic conditions and safety data. (NCTC) (RPA & LTF)
Coordinate with Caltrans to develop and implement performance measures in the regional planning process. (NCTC) (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. (NCTC) (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. (NCTC) (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. (NCTC) (RPA & LTF)
- Planning activities related to CMAQ program including preparation and releasing of call for projects, review and ranking applications, project selection, and programming. (NCTC) (RPA & LTF)
- Coordinate review of safety and design concerns of state highway projects. (NCTC) (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. (NCTC) (RPA & LTF)
- SB743 VMT Forecasting Tool and Web Hosting. (NCTC/Consultant) (LTF)
- Analyze climate related impacts to the transportation system and identify strategies to address resiliency. (NCTC) (RPA & LTF)
- Participate in update of Town of Truckee General Plan (NCTC) (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	\$40,000.00
	LTF Carryover	\$28,197.36
	STIP Planning PPM	\$76,215.19
Total		\$144,412.55
Expenditures:		
	Staff	\$45,874.75
	Indirect	\$18,537.80
	Transportation Eng	\$40,000.00
	Local Agency	\$30,000.00
	Traffic Counts	\$10,000.00
Total		\$144,412.55

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 (RTP) 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.
- RTP administrative draft and draft EIR

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)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

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

Products:

- Draft 2045 Nevada County Regional Transportation Plan (Aug 2023)
- Final 2045 Nevada County Regional Transportation Plan & Addendum EIR (Nov 2023)

Budget 2.1.1

Revenues:		
	RPA Formula	\$118,264.93
	STIP PPM	\$0
	RSTP	\$0
Total		\$118,264.93
Expenditures:		
	Staff	\$50,580.03
	Consultant	\$67,684.90
Total		\$118,264.93

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 Interregional Transportation Improvement Program (ITIP) funding 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.
- Participate with Caltrans in developing the SR 49 Comprehensive Multimodal Corridor Plan (CMCP). (RPA & LTF)
- 2022 RTIP adoption November 17, 2021

Additional/Continuing Work:

- Monitor STIP implementation. (NCTC) (RPA & LTF)
- Encourage interagency coordination necessary to identify and develop new RTIP projects. (NCTC) (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. (NCTC) (RPA & LTF)
- Coordinate with Caltrans regarding Interregional Transportation Improvement Program (ITIP) participation in STIP funded projects in Nevada County. (NCTC) (RPA & LTF)
- Begin preparation of draft 2024 RTIP - October 2023 (NCTC) (RPA & LTF)
- Public hearing and adoption of 2024 RTIP - November 2023 (NCTC) (RPA & LTF)
- Submittal of 2024 RTIP to the CTC - December 2023 (NCTC) (RPA & LTF)
- Review consistency of future RTIP projects with the Climate Action Plan for Transportation Infrastructure and California Transportation Plan 2050 (NCTC) (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 Caltrans SR 49 Comp Multimodal Corridor Plan (Annual)
- Adopt FY 23/24 RTIP (Nov 23)

Budget 2.2

Revenues:		
	RPA Formula	\$37,632.85
	LTF	\$7,232.72
Total		\$44,865.57
Expenditures:		
	Staff	\$37,632.85
	Indirect	\$7,232.72
Total		\$44,865.57

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

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3 – Transit and Paratransit Programs

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

Previous Work:

- 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 sustainable and 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)
- Coordinate with Town on public polling effort in consideration of 2024 Transportation - Transit Ballot Measure (LTF & RPA)

Products:

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

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.3 – Transit and Paratransit Programs (continued)

Budget 2.3

Revenues:		
	RPA Formula	\$45,119.02
	LTF	\$0
	LTF Carryover	\$16,312.85
Total		\$61,431.87
Expenditures:		
	Staff	\$45,119.02
	Indirect	\$16,312.85
Total		\$61,431.87

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.
- Scope of Work (May 23)
- Request for Proposals (June 23)

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 and pilot data (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:

- Consultant contract (July 23)
- Technical Memoranda (Mar 24)
- Draft Report (Apr 24)
- Final Report (June 24)

Budget 2.3.3

Revenues:		
	RPA Formula	\$13,224.15
	LTF	\$74,995.00
	LTF Carryover	\$26,534.90
Total		\$114,754.05
Expenditures:		
	Staff	\$39,759.05
	Consulting	\$74,995.00
Total		\$114,754.05

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

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, including VMT.
- 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).
- Participate and coordinate in regional evacuation planning efforts.

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).
- Participate with PCTPA and Caltrans to develop update of Sacramento to Reno Passenger Rail Service Planning Study – Truckee/Tahoe/Reno (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. (LTF)
- Participate in Federal and State Clean Air Act transportation related air quality planning activities. (LTF)
- Participate in the Truckee/North Tahoe Transportation Management Association (TNT/TMA) and Resort Triangle Transportation Planning Coalition (RTTPC) meetings. (LTF)
- Review and comment on Caltrans Systems Plans and related documents. (LTF)
- Coordination with the Nevada County Economic Resource Council. (LTF)
- Monitor legislation that impacts transportation planning. (LTF)
- Monitor planning efforts in Grass Valley, Nevada City, Nevada County, Truckee. (LTF)
- Present information to local civic groups regarding regional transportation planning. (LTF)
- Participate in local ad hoc committees. (LTF)
- Maintain formal consultation with Native American Tribal Governments. (LTF)
- Maintain formal consultation with the U.S Forest Service and Bureau of Land Management. (LTF)
- Monitor implementation of the Nevada County Active Transportation Plan. (LTF)
- Participate in the “Zero Traffic Fatalities Task Force”. (LTF)
- Participate in Critical Freight Corridors Working Group. (LTF)
- Participate in SR 49 Stakeholders Committee. (LTF)
- Distribute press releases. (LTF)
- California Local Streets and Roads Needs Assessment Oversight Committee Participation (LTF)
- Coordinate with partner agencies to implement the federal performance-based approach in the scope of the transportation planning process. (LTF)
- Participate in the California Federal Programming Group (CFPG). (LTF)
- Participate in the Transportation Cooperative Committee. (LTF)
- Participate on the Truckee Transit Center Study Project Advisory Committee. (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. (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. (LTF)
- Participate in Interregional Transportation Strategic Plan (ITSP) Workshops. (LTF)
- Participate in Federal Rescission working group. (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). (LTF)
- Participate on the Project Advisory Committee for the SR 49 Safety Assessment. (LTF)
- Participate with CalSTA in development and implementation of the Climate Action Plan for Transportation Infrastructure (CAPTI). (LTF)
- Coordinate with California State Association of Counties and Rural County Representatives of California regarding transportation policy (LTF)
- Participate and coordinate evacuation planning with the Nevada County Office of Emergency Services, Nevada County Sheriff’s Department, CAL FIRE NEU, California Highway Patrol, and other local emergency responders. (LTF)

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4 - Coordination of Regional Planning (continued)

Products:

- Reports regarding participation in regional coordination activities (e.g. Zero Traffic Fatalities Task Force, Critical Freight Corridors Working Group, ITSP Workshops, Sacramento to Reno Passenger Rail Service Planning Study – Truckee/Tahoe/Reno, and Critical Freight Corridors Working Group). (Bimonthly)
- Reports on coordination with the Nevada County Economic Resource Council. (Bimonthly)
- Reports on SR 49 Corridor improvements. (Bimonthly)
- Reports to the Commission regarding North State Super Region meetings and activities. (Bimonthly)
- Reports regarding RTPA and RCTF meetings. (Bimonthly)
- Reports regarding TNT/TMA and RTTPC activities. (Bimonthly)

Budget 2.4

Revenues:		
	STIP PPM Planning	
	LTF	\$73,901.60
	LTF Carryover	\$33,295.35
Total		\$107,196.95
Expenditures:		
	Staff	\$73,901.60
	Indirect	\$30,495.35
	Rural Counties Task Force	\$2,000.00
	Statewide Local Streets and Roads	\$800.00
Total		\$107,196.95

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

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.1 – Local Road Safety Plan

Purpose: The Federal Highway Administration (FHWA) requires all states to have a Strategic Highway Safety Plan (SHSP) that provides a framework for reducing highway fatalities and serious injuries on all public roads. In turn, California encourages local agencies to have a Local Road Safety Plan (LRSP) to competitively obtain Highway Safety Improvement Program (HSIP) funds. Nevada County will update the LRSP adopted in 2019.

Previous Work:

- Development of regional transportation models
- Update of Western Nevada County Transit Development Plans, Nevada County Bicycle Master Plan and Nevada County Pedestrian Improvement Plan
- Preparation of Nevada County 2019 LRSP

Continuing Work:

- Prepare and distribute a Request for Proposal to qualified consultants. (Nevada Co. DPW)
- Review proposal, select consultant, and execute a contract. (Nevada Co. DPW)
- Engage consultant to prepare Nevada County LRSP (Nevada County DPW).
- Draft vision statement and goals. (Nevada County DPW).
- Identify and select stakeholders to assist in developing safety strategies. (Nevada County DPW).
- Prepare data summary, identify emphasis areas, and safety strategies. (Nevada County DPW).
- Prepare draft and final Nevada County LRSP (Nevada County DPW).

Products:

- Scope of Work (Oct 23)
- Request for Proposals (Nov 23)
- Consultant contract (Dec 23)
- Vision and Goals (Feb 24)
- Data Summary, Emphasis Areas, and Strategies (Apr 24)
- Draft and Final Nevada County LRSP (Jun 24)

Budget 2.4.1

Revenues:		
	RSTP	\$81,288.91
Total		\$81,288.91
Expenditures:		
	NCTC	\$1,288.91
	Nevada County	\$80,000.00
Total		\$81,288.91

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

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 Carryover	\$19,325.70
	ALUC Fees	\$15,000.00
Total		\$34,325.70
Expenditures:		
	Staff	\$19,325.70
	ALUC Reviews	\$15,000.00
Total		\$34,325.70

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

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.

Previous Work:

- Draft Report (Jun 23)

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)

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

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

- Present Draft Report to the Rural Counties Task Force (NCTC/Consultant) (RPA Formula, RPA Grant, LTF)
- Prepare Final Report (NCTC/Consultant) (RPA Formula, RPA Grant, LTF)

Products:

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

Budget 2.4.4

Revenues:		
	RPA Grant Carryover	\$55,041.76
	RPA Grant	\$25,000.00
	RPA Formula	\$39,759.05
	STIP PPM	\$0
Total		\$119,800.81
Expenditures:		
	Staff	\$39,759.05
	Consulting	\$80,041.76
Total		\$119,800.81

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

WORK ELEMENT 2 – REGIONAL TRANSPORTATION PLANNING (continued)

Project 2.4.6 – Zero Emission Vehicle Transition Plan for County of Nevada

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.

Previous Work:

- Small Transit Agency Rollout Plan (April 2023)
- RFP (Feb 2023)
- Contract Executed (Mar 23)

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 – Zero Emission Vehicle Transition Plan for County of Nevada (continued)

Products:

- Administrative Draft Report (January 2024)
- Draft Report (March 2024)
- Final Report (May 2024)

Budget 2.4.6

Revenues:		
	RPA Formula Carryover	\$23,827.79
	RPA Grant Carryover	\$222,171.91
	LTF Carryover	\$568.54
Total		\$246,568.24
Expenditures:		
	Staff	\$24,396.33
	Consulting	\$222,171.91
Total		\$246,568.24

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

WORK ELEMENT 3 - CALTRANS ACTIVITIES WITH NCTC FOR FY 2023/24

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 FY2023/24 OWP Amend 1

Revenues	Amendment 1	Final	Difference
	FY 2023/24	FY 2023/24	
LTF Administration	738,053.55	619,973.60	118,079.95
LTF Planning	148,896.60	149,113.17	-216.57
LTF Contingency	72,435.05	122,052.87	-49,617.82
Rural Planning Assistance (RPA) Formula	294,000.00	294,000.00	0.00
Rural Planning Assistance (RPA) Formula Carryover	23,827.79	0.00	23,827.79
Rural Planning Assistance (RPA) Grants	25,000.00	0.00	25,000.00
Rural Planning Assistance (RPA) Grants Carryover	277,213.67	355,000.00	-77,786.33
Regional Transportation Mitigation Fees (RTMF)	7,500.00	5,000.00	2,500.00
STIP Planning Funds (PPM)	114,804.39	213,154.84	-98,350.45
ALUC Fees	15,000.00	15,000.00	0.00
Regional Surface Transportation Program (RSTP)	81,288.91	151,307.23	-70,018.32
LTF Carryover	131,467.41	177,192.70	-45,725.29
TOTAL	1,929,487.39	2,101,794.41	-172,307.02

Expenditures	Amendment 1	Final	Difference
	FY 2023/24	FY 2023/24	
Salary	679,114.00	698,472.58	-19,358.58
Benefits	227,845.57	223,347.14	4,498.43
Direct (Table 2)	737,193.57	851,527.82	-114,334.25
Indirect (Table 3)	174,310.00	147,394.00	26,916.00
Contingency	111,024.25	181,052.87	-70,028.62
TOTAL	1,929,487.39	2,101,794.41	-172,307.02

	Estimated	Actual	Difference
Fund Balance	FY 2023/24	FY 2022/23	
	\$66,936.20	\$198,403.61	(\$131,467.41)

LTF = Local Transportation Fund
 PPM = Planning, Programming & Monitoring
 ALUC = Airport Land Use Commission

Table 2

Direct Costs Budget FY 2023/24 OWP Amend 1

Work Element		Amendment 1 23/24	Final 23/24	Difference	Source
1.1	Intergovernmental Advocacy	\$52,000.00	\$50,000.00	\$2,000.00	LTF
1.1	Human Resources Consulting	\$5,000.00	\$5,000.00	\$0.00	LTF
1.2	Fiscal Auditor	\$57,500.00	\$53,045.00	\$4,455.00	LTF
2.1	Traffic Counts	\$10,000.00	\$10,000.00	\$0.00	RPA, PPM, LTF
2.1	Transportation Engineering	\$40,000.00	\$25,000.00	\$15,000.00	RPA, PPM, LTF
2.1	Local Agencies Participation in Regional Planning	\$30,000.00	\$30,000.00	\$0.00	RPA, PPM, LTF
2.1.1	Regional Transportation Plan Update	\$67,684.90	\$144,997.82	(\$77,312.92)	RPA
2.3.3	Eastern Nevada County Transit Development Plan	\$74,995.00	\$75,000.00	(\$5.00)	LTF
2.4	Rural Counties Task Force	\$2,000.00	\$2,000.00	\$0.00	LTF
2.4	Statewide Local Streets and Roads Needs Assessment	\$800.00	\$750.00	\$50.00	LTF
2.4.1	Local Road Safety Plan	\$80,000.00	\$0.00	\$80,000.00	RSTP
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	\$80,041.76	\$125,000.00	(\$44,958.24)	RPA Grant
2.4.6	Zero Emission Vehicle Transition Plan for County of Nevada	\$222,171.91	\$230,000.00	(\$7,828.09)	RPA Grant
	TOTAL	\$737,193.57	\$715,792.82	\$21,400.75	

Table 3**Indirect Costs Budget FY 23/24 Amend 1**

ACCT	ITEM	Amendment	Final	Variance	Variance %
		1			
		FY 23/24	FY 23/24		
13.2	Nevada County Auditor/Controller	\$30,000	\$21,800	\$8,200	37.61%
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	\$22,250	\$24,750	(\$2,500)	-10.10%
1.1	General Liability & Errors and Omissions	\$18,250	\$18,250	\$0	0.00%
1.3	Workers' Compensation	\$4,000	\$6,500	(\$2,500)	-38.46%
	Office Expenses	\$29,120	\$26,904	\$2,216	8.24%
2.1	Phones	\$900	\$1,500	(\$600)	-40.00%
2.2	Equipment Rental	\$500	\$500	\$0	0.00%
2.3	Records Storage	\$2,000	\$1,600	\$400	25.00%
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	\$1,500	\$900	\$600	66.67%
2.7	Payroll Service	\$1,800	\$1,800	\$0	0.00%
2.8	Supplies	\$2,500	\$2,500	\$0	0.00%
2.9	Printing & Reproduction	\$250	\$250	\$0	0.00%
2.10	Subscriptions	\$300	\$300	\$0	0.00%
2.11	Computer Software & Network Maintenance	\$11,250	\$10,254	\$996	9.71%
2.12	Postage	\$300	\$300	\$0	0.00%
2.13	Telework Reimbursement	\$4,320	\$3,500	\$820	23.43%
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	\$2,000	\$1,000	\$1,000	100.00%
6	Office Lease	\$28,000	\$28,000	\$0	0.00%
7	Utilities	\$3,000	\$3,000	\$0	0.00%
8	Travel - Meals & Lodging	\$10,000	\$750	\$9,250	1233.33%
9	Travel - Mileage/Fares/Parking	\$10,000	\$1,250	\$8,750	700.00%
10	Professional & Service Organizations	\$3,515	\$3,515	\$0	0.00%
	TOTAL	\$174,310	\$147,394	\$26,916	18.26%

Table 4

Revenues - FY 2023/24 OWP Amendment 1												
Work Element		23/24 LTF	LTF Carryover	RPA Grants	RPA Grant Carryover	RPA Formula	RPA Formula Carryover	ALUC Fees	RTMF	STIP Planning PPM	RSTP	TOTAL
1.1	General Services	363,560.43							7,500.00			371,060.43
1.2	Fiscal Administration	374,493.11										374,493.11
2.1	Transportation Planning		28,197.36			40,000.00				76,215.19		144,412.55
2.1.1	Regional Transportation Plan Update				0.00	118,264.93	0.00			0.00	0.00	118,264.93
2.2	Transportation Improvement Program	0.00	7,232.72			37,632.85						44,865.57
2.3	Transit & Paratransit Programs		16,312.85			45,119.02						61,431.87
2.3.3	Eastern Nevada County Transit Development Plan	74,995.00	26,534.90			13,224.15						114,754.05
2.4	Coordination of Regional Planning	73,901.60	33,295.35									107,196.95
2.4.1	Local Road Safety Plan (LRSP)										81,288.91	81,288.91
2.4.2	Airport Land Use Commission Planning & Reviews	0.00	19,325.70					15,000.00				34,325.70
2.4.4	RCTF Rural Induced Demand Study	0.00		25,000.00	55,041.76	39,759.05				0.00		119,800.81
2.4.6	Zero Emission Vehicle Transition Plan for Co of Nev	0.00	568.54		222,171.91	0.00	23,827.79					246,568.24
	Contingency	5,498.85	66,936.20							38,589.20		111,024.25
	Totals	892,449.00	198,403.61	25,000.00	277,213.67	294,000.00	23,827.79	15,000.00	7,500.00	114,804.39	81,288.91	1,929,487.39

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

Table 5**Expenditures - FY 2023/24 OWP Amendment 1**

Work Elements		PY	Staff	Indirect	Transportation Engineering	Consulting	Local Agency	Other	Total	Percentage of Budget
1.1	General Services	1.79	263,431.18	50,629.26		57,000.00 (1)			371,060.43	19.23%
1.2	Fiscal Administration	1.66	265,891.08	51,102.03				57,500.00 (2)	374,493.11	19.41%
2.1	Transportation Planning	0.25	45,874.75	18,537.80	40,000.00		40,000.00 (3)		144,412.55	7.48%
2.1.1	Regional Transportation Plan Update	0.28	50,580.03			67,684.90			118,264.93	6.13%
2.2	Transportation Improvement Program	0.21	37,632.85	7,232.72					44,865.57	2.33%
2.3	Transit & Paratransit Programs	0.23	45,119.02	16,312.85					61,431.87	3.18%
2.3.3	Eastern Nevada County Transit Development Plan	0.20	39,759.05			74,995.00			114,754.05	5.95%
2.4	Coordination of Regional Planning	0.38	73,901.60	30,495.35				2,800.00 (4)	107,196.95	5.56%
2.4.1	Local Road Safety Plan (LRSP)	0.01	1,288.91				80,000.00		81,288.91	4.21%
2.4.2	Airport Land Use Commission Planning & Reviews	0.11	19,325.70			15,000.00			34,325.70	1.78%
2.4.4	RCTF Rural Induced Demand Study	0.20	39,759.05			80,041.76			119,800.81	6.21%
2.4.6	Zero Emission Vehicle Transition Plan for Co of Nev	0.13	24,396.33			222,171.91			246,568.24	12.78%
	Contingency							111,024.25	111,024.25	5.75%
TOTAL		5.44	906,959.57	174,310.00	40,000.00	516,893.57	120,000.00	171,324.25	1,929,487.39	100.00%

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

Notes:

(1) \$52,000 Intergovernmental Advocacy, \$5,000 Human Resources Consulting

(2) \$57,500 Fiscal Audit Contract

(3) \$10,000 Traffic Counts, Local Agency (WE 2.1): Nev. Co. \$7,500; Truckee \$7,500; Nevada City \$7,500; Grass Valley \$7,500.

(4) \$2,000 Rural Counties Task Force, \$800 Statewide Local Streets and Roads

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

Table 6 Budget Detail FY 2023/24 Amendment 1

ACCT	ITEM	ALLOCATION
1	Insurance	22,250.00
1.1	General Liability & Errors and Omissions	18,250.00
1.3	Workers' Compensation	4,000.00
2	Office Expenses	29,120.00
2.1	Phones	900.00
2.2	Equipment Rental	500.00
2.3	Records Storage	2,000.00
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.	1,500.00
2.7	Payroll Service	1,800.00
2.8	Supplies	2,500.00
2.9	Printing & Reproduction	250.00
2.10	Subscriptions	300.00
2.11	Computer Software & Network Maintenance	11,250.00
2.12	Postage	300.00
2.13	Telework Reimbursement	4,320.00
3	Equipment	4,800.00
5	Training and Conferences	2,000.00
6	Office Lease	28,000.00
7	Utilities	3,000.00
8	Travel - Meals & Lodging	10,000.00
9	Travel - Mileage/ Fares/ Parking	10,000.00
10	Professional & Service Organizations	3,515.00
	Subtotal Items 1-10	112,685.00
11	Contingency	111,024.25
12	Salaries, Wages, & Benefits	906,959.57
12.1	Executive Director	236,551.91
12.11	Deputy Executive Director	207,174.64
12.2	Administrative Services Officer	149,818.24
12.3	Transportation Planner	144,279.79
12.4	Administrative Assistant	102,202.05
12.8	Temporary Employee	66,932.94
13	Other Services	798,818.57
13.1	Legal Counsel	15,000.00
13.2	Nevada County Auditor/Controller	30,000.00
13.3	TNT/TMA Membership	4,125.00
13.4	Fiscal Audits (WE 1.2)	57,500.00
13.7	Traffic Counts (WE 2.1)	10,000.00
13.8	Transportation Engineering (WE 2.1)	40,000.00
13.11a	Local Agencies (WE 2.1)	30,000.00
13.11b	Local Agency LRSP (WE 2.4.1)	80,000.00
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)	800.00
13.17	Nevada County ERC Membership	1,000.00
13.19	Eastern Nev. Co. Transit Development Plan (WE 2.3.3)	74,995.00
13.21	Website Update/Maintenance	11,500.00
13.23	Regional Transportation Plan Update (WE 2.1.1)	67,684.90
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)	80,041.76
13.58	Zero Emission Vehicle Transition Plan for County of Nevada (WE 2.4.6)	222,171.91
13.59	Intergovernmental Advocacy (WE 1.1)	52,000.00
	TOTAL Budget Items 1-13	1,929,487.39
	Indirect Costs	
	Accounts 1 through 10	112,685.00
	Legal	15,000.00
	Nevada Co. Auditor/Controller	30,000.00
	TNT/TMA	4,125.00
	Nevada Co. ERC Membership	1,000.00
	Website Update/Maintenance	11,500.00
	Total Indirect Costs	174,310.00
	Calculated Indirect Rate Indirect Cost / Salaries & Benefits	19.22%

DANIELA FERNANDEZ – Nevada City City Council
 SUSAN HOEK – Nevada County Board of Supervisors
 TOM IVY – Grass Valley City Council, Vice Chair
 ED SCOFIELD – Nevada County Board of Supervisors, Chair
 JAY STRAUSS – Member-At-Large
 DUANE STRAWSER – 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: 1210.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Amendment 1 to Professional Services Agreement to Update the Nevada County Regional Transportation Plan, Resolution 23-29

DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-29, approving Amendment 1 to the Professional Services Agreement with DKS Associates to update the Nevada County Regional Transportation Plan.

BACKGROUND: On July 20, 2022, Nevada County Transportation Commission (NCTC) approved an agreement with DKS Associates for an initial term through December 31, 2023. Amendment 1 extends the agreement termination date to April 30, 2024 and adds tasks to assist NCTC staff in the development of a regional definition of disadvantaged communities as well as additional outreach activities, and increases the compensation amount by \$15,000. The cost of the additional work brings the total contract amount to \$159,997.82.

Developing a regional definition of disadvantaged communities as part of the development of the Regional Transportation Plan can help to consider economic, social, and other factors unique to Nevada County, that potentially could expand the number of communities that are eligible for state competitive grant funding programs.

attachment

**RESOLUTION 23-29
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

APPROVAL OF AMENDMENT 1
TO THE NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)
PROFESSIONAL SERVICES AGREEMENT WITH DKS ASSOCIATES
TO UPDATE THE NEVADA COUNTY REGIONAL TRANSPORTATION PLAN

WHEREAS, on July 20, 2022, NCTC and DKS Associates entered into a Professional Services Agreement to update the Nevada County Regional Transportation Plan; and

WHEREAS, NCTC and DKS Associates wish to amend the Agreement to extend the term, and amend the compensation to provide for the development of a regional definition of disadvantaged communities as well as additional outreach activities; and

WHEREAS, NCTC staff recommends executing Amendment 1 to extend the agreement termination date from December 31, 2023 to April 30, 2024, and increase the compensation by \$15,000; and

WHEREAS, NCTC shall pay Consultant as compensation in full for all services performed by Consultant pursuant to this Agreement, a total sum not to exceed \$159,997.82.

NOW, THEREFORE, BE IT RESOLVED, that NCTC authorizes the Chair to execute Amendment 1 to the Agreement between NCTC and DKS Associates to update the Nevada County Regional Transportation Plan.

PASSED AND ADOPTED by the Nevada County Transportation Commission on September 20, 2023, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

AMENDMENT 1
TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE NEVADA COUNTY TRANSPORTATION COMMISSION
AND DKS ASSOCIATES
TO UPDATE THE NEVADA COUNTY REGIONAL TRANSPORTATION PLAN

This Amendment 1 to the July 20, 2022 Agreement for professional services (“Agreement”) between the Nevada County Transportation Commission (“NCTC”) and DKS Associates (“Consultant”) is entered into effective September 20, 2023.

WHEREAS, NCTC and Consultant entered into the Agreement for professional services to update the Nevada County Regional Transportation Plan; and

WHEREAS, NCTC and Consultant wish to amend the Agreement to amend the scope of services and increase the compensation by \$15,000 to provide for the development of a regional definition of disadvantaged communities, as well as additional outreach activities.

NOW, THEREFORE, NCTC and Consultant agree as follows:

1. Section 9 of the Agreement (“**Time of Performance**”), subsection a., is amended to read as follows:
 - a. This Agreement shall go into effect on July 20, 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 April 30, 2024, unless extended by written contract amendment, pursuant to NCTC’s Administrative Operating Procedures.
2. Section 10 of the Agreement (“**Compensation**”) is amended to read as follows:
 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 \$159,997.82. 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 \$159,997.82 without the prior written agreement of both parties.
3. Except as expressly amended herein, all terms and conditions of the Agreement shall remain in full force and effect.

[Signatures on the Following Page]

This Amendment 1 to the Agreement between the Nevada County Transportation Commission and DKS Associates is effective September 20, 2023.

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

NEVADA COUNTY TRANSPORTATION COMMISSION:

Ed Scofield
Chair

APPROVED AS TO FORM:

SLOAN SAKAI YEUNG & WONG LLP
Legal Counsel to NCTC

DKS Associates:

Consultant
DKS Associates

DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
TOM IVY – Grass Valley City Council, Vice Chair
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – 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: 1210.0

MEMORANDUM

TO: Nevada County Transportation Commission

FROM: Michael Woodman, Executive Director 

SUBJECT: Amendment 1 to Professional Services Agreement to Develop a Rural Induced Demand Study, Resolution 23-30

DATE: September 20, 2023

RECOMMENDATION: Adopt Resolution 23-30, approving Amendment 1 to the Professional Services Agreement with DKS Associates to develop a Rural Induced Demand Study.

BACKGROUND: On September 21, 2022, Nevada County Transportation Commission (NCTC) approved an agreement with DKS Associates for a total sum not to exceed \$125,000. On July 21, 2023, the Rural Counties Task Force (RCTF) approved an additional \$25,000 to provide funding for the consultant team to assist the RCTF and NCTC in presenting the technical findings and state guidance recommendations to the California State Transportation Agency, Caltrans, Governor’s Office of Planning & Research, and California Transportation Commission. Amendment 1 amends the scope of services to include the additional engagement activities and increases the compensation amount by \$25,000. The cost of the additional work brings the total contract amount to \$150,000.

attachment

**RESOLUTION 23-30
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

**APPROVAL OF AMENDMENT 1
TO THE NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)
PROFESSIONAL SERVICES AGREEMENT WITH DKS ASSOCIATES
TO DEVELOP A RURAL INDUCED DEMAND STUDY**

WHEREAS, on September 21, 2022, NCTC and DKS Associates entered into a Professional Services Agreement to develop a Rural Induced Demand Study; and

WHEREAS, on July 21, 2023, the Rural Counties Task Force approved an additional \$25,000 of Rural Planning Assistance grant funding; and

WHEREAS, NCTC and DKS Associates wish to amend the Agreement to amend the scope of services and increase the compensation amount to provide additional funding for the consultant team to assist the Rural Counties Task Force and NCTC in presenting the technical findings and state guidance recommendations to the California State Transportation Agency, Caltrans, Governor's Office of Planning & Research, and California Transportation Commission.

WHEREAS, NCTC staff recommends executing Amendment 1 to increase the compensation amount by \$25,000, bringing the total contract amount to \$150,000.

NOW, THEREFORE, BE IT RESOLVED, that NCTC authorizes the Chair to execute Amendment 1 to 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 20, 2023, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer

AMENDMENT 1
TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE NEVADA COUNTY TRANSPORTATION COMMISSION
AND DKS ASSOCIATES
TO DEVELOP A RURAL INDUCED DEMAND STUDY N

This Amendment 1 to the September 21, 2022 Agreement for professional services (“Agreement”) between the Nevada County Transportation Commission (“NCTC”) and DKS Associates (“Consultant”) is entered into effective September 20, 2023.

WHEREAS, NCTC and Consultant entered into the Agreement for professional services to develop a Rural Induced Demand Study; and

WHEREAS, on July 21, 2023 the Rural Counties Task Force approved and additional \$25,000 of Rural Planning Assistance grant funding; and

WHEREAS, NCTC and Consultant wish to amend the Agreement to update the scope of services and increase the compensation by \$25,000 to provide additional funding for the consultant team to assist the Rural Counties Task Force and NCTC in presenting the technical findings and state guidance recommendations to the California State Transportation Agency, Caltrans, Governor’s Office of Planning & Research, and California Transportation Commission.

NOW, THEREFORE, NCTC and Consultant agree as follows:

1. Section 10 of the Agreement (“**Compensation**”) is amended to read as follows:
 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 \$150,000. 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 \$150,000 without the prior written agreement of both parties.
2. Except as expressly amended herein, all terms and conditions of the Agreement shall remain in full force and effect.

This Amendment 1 to the Agreement between the Nevada County Transportation Commission and DKS Associates is effective September 20, 2023.

[Signatures on the Following Page]

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

NEVADA COUNTY TRANSPORTATION COMMISSION:

Ed Scofield
Chair

APPROVED AS TO FORM:

SLOAN SAKAI YEUNG & WONG LLP
Legal Counsel to NCTC

DKS Associates:

Consultant
DKS Associates



MALIA M. COHEN
CALIFORNIA STATE CONTROLLER

August 1, 2023

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

SUBJECT: Fiscal Year 2023-24 State of Good Repair Program Allocation Revised Estimate

Enclosed is the summary schedule of State of Good Repair (SGR) program funds available to be allocated for Fiscal Year (FY) 2023-24 for 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 August 1, 2023.

According to the FY 2023-24 enacted California Budget, the estimated amount of SGR program funds budgeted is \$125,619,000. 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 the first quarter's allocation will be paid by November 30, 2023. 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.

County Auditors Responsible for State of Good Repair Program Funds
Transportation Planning Agencies
County Transportation Commissions
San Diego Metropolitan Transit System
August 1, 2023
Page 2

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: 2023.08.01
16:46:45 -07'00'

MELMA DIZON
Manager
Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2023-24 STATE OF GOOD REPAIR PROGRAM ESTIMATED AVAILABLE AMOUNT SUMMARY
AUGUST 1, 2023

Regional Entity	Estimated Available 2023-24 Amount Based on PUC 99313 Allocation	Estimated Available 2023-24 Amount Based on PUC 99314 Allocation	Total Estimated Available 2023-24 Amount Allocation
	A	B	C= (A + B)
Metropolitan Transportation Commission	\$ 12,175,989	\$ 33,656,207	\$ 45,832,196
Sacramento Area Council of Governments	3,185,558	1,088,531	4,274,089
San Diego Association of Governments	1,542,401	374,138	1,916,539
San Diego Metropolitan Transit System	3,731,622	1,540,395	5,272,017
Tahoe Regional Planning Agency	174,001	9,925	183,926
Alpine County Transportation Commission	1,910	142	2,052
Amador County Transportation Commission	64,256	2,250	66,506
Butte County Association of Governments	331,614	17,906	349,520
Calaveras County Local Transportation Commission	72,406	876	73,282
Colusa County Local Transportation Commission	35,116	1,553	36,669
Del Norte County Local Transportation Commission	42,903	2,255	45,158
El Dorado County Local Transportation Commission	280,335	19,079	299,414
Fresno County Council of Governments	1,631,520	293,698	1,925,218
Glenn County Local Transportation Commission	46,189	1,313	47,502
Humboldt County Association of Governments	216,214	36,127	252,341
Imperial County Transportation Commission	289,490	27,380	316,870
Inyo County Local Transportation Commission	30,479	0	30,479
Kern Council of Governments	1,463,733	89,244	1,552,977
Kings County Association of Governments	243,588	9,763	253,351
Lake County/City Council of Governments	107,747	5,500	113,247
Lassen County Local Transportation Commission	45,607	2,060	47,667
Los Angeles County Metropolitan Transportation Authority	15,744,557	20,805,524	36,550,081
Madera County Local Transportation Commission	255,088	8,397	263,485
Mariposa County Local Transportation Commission	27,316	805	28,121
Mendocino Council of Governments	143,819	10,560	154,379
Merced County Association of Governments	460,241	21,876	482,117
Modoc County Local Transportation Commission	13,754	1,187	14,941
Mono County Local Transportation Commission	21,220	31,140	52,360
Transportation Agency for Monterey County	694,172	216,525	910,697
Nevada County Local Transportation Commission	162,459	7,631	170,090
Orange County Transportation Authority	5,060,158	1,817,022	6,877,180
Placer County Transportation Planning Agency	512,336	72,859	585,195
Plumas County Local Transportation Commission	30,640	4,708	35,348
Riverside County Transportation Commission	3,934,416	639,372	4,573,788
Council of San Benito County Governments	105,917	1,669	107,586
San Bernardino County Transportation Authority	3,519,595	741,501	4,261,096
San Joaquin Council of Governments	1,268,030	284,555	1,552,585
San Luis Obispo Area Council of Governments	448,968	30,931	479,899
Santa Barbara County Association of Governments (SBCAG)	710,606	180,009	890,615
Santa Cruz County Transportation Commission	422,681	384,650	807,331
Shasta Regional Transportation Agency	289,425	14,972	304,397
Sierra County Local Transportation Commission	5,150	197	5,347
Siskiyou County Local Transportation Commission	70,242	2,992	73,234
Stanislaus Council of Governments	880,584	50,036	930,620
Tehama County Transportation Commission	103,667	2,146	105,813
Trinity County Transportation Commission	25,709	840	26,549
Tulare County Association of Governments	766,265	80,584	846,849
Tuolumne County Transportation Council	88,052	2,241	90,293
Ventura County Transportation Commission	1,331,755	216,229	1,547,984
State Totals	\$ 62,809,500	\$ 62,809,500	\$ 125,619,000

STATE CONTROLLER'S OFFICE
2023-24 STATE OF GOOD REPAIR PROGRAM ESTIMATED AVAILABLE AMOUNT
BASED ON PUC 99314 ALLOCATION DETAIL
AUGUST 1, 2023

<u>Regional Entity and Operator(s)</u>	<u>Revenue Basis</u>	<u>Estimated Available 2023-24 Amount Based on PUC 99314 Allocation</u>
Madera County Local Transportation Commission		
City of Chowchilla	524,476	5,783
City of Madera	169,785	1,872
County of Madera	67,286	742
Regional Entity Totals	761,547	8,397
Mariposa County Local Transportation Commission		
County of Mariposa	73,004	805
Mendocino Council of Governments		
Mendocino Transit Authority	957,692	10,560
Merced County Association of Governments		
Transit Joint Powers Authority of Merced County	1,025,125	11,303
Yosemite Area Regional Transportation System (YARTS)	958,913	10,573
Regional Entity Totals	1,984,038	21,876
Modoc County Local Transportation Commission		
Modoc Transportation Agency	107,653	1,187
Mono County Local Transportation Commission		
Eastern Sierra Transit Authority	2,824,223	31,140
Transportation Agency for Monterey County		
Monterey-Salinas Transit District	19,637,486	216,525
Nevada County Local Transportation Commission		
County of Nevada	369,077	4,069
City of Truckee	323,083	3,562
Regional Entity Totals	692,160	7,631
Orange County Transportation Authority		
City of Laguna Beach	1,910,271	21,063
Orange County Transportation Authority	110,748,483	1,221,123
Regional Entity Subtotals	112,658,754	1,242,186
Orange County Transportation Authority - Corresponding to SCRRRA***	NA	574,836
Regional Entity Totals	112,658,754	1,817,022
Placer County Transportation Planning Agency		
City of Auburn	21,830	241
County of Placer	5,410,141	59,653
City of Roseville	1,175,827	12,965
Regional Entity Totals	6,607,798	72,859
Plumas County Local Transportation Commission		
County of Plumas	346,829	3,824
County Service Area 12 - Specialized Service	80,198	884
Regional Entity Totals	427,027	4,708

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



MALIA M. COHEN
CALIFORNIA STATE CONTROLLER

August 1, 2023

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

SUBJECT: Fiscal Year 2023-24 State Transit Assistance Allocation Revised Estimate

Enclosed is a revised summary schedule of State Transit Assistance (STA) funds estimated for Fiscal Year (FY) 2023-24 for 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, 2023. 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 2023-24 enacted California Budget, the estimated amount of STA funds budgeted is \$963,433,000. SCO anticipates the first quarter's allocation will be paid by November 30, 2023. 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

Digitally signed by
Melma Dizon
Date: 2023.08.01
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MELMA DIZON
Manager
Local Apportionments Section

Enclosures

STATE CONTROLLER'S OFFICE
2023-24 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE SUMMARY
AUGUST 1, 2023

Regional Entity	PUC 99313		PUC 99314 Fiscal Year 2023-24 Estimate	Total Fiscal Year 2023-24 Estimate
	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)		
	Fiscal Year 2023-24 Estimate	Fiscal Year 2023-24 Estimate		
	A	B	C	D= (A+B+C)
Metropolitan Transportation Commission	\$ 51,188,125	\$ 42,195,442	\$ 258,125,769	\$ 351,509,336
Sacramento Area Council of Governments	13,392,156	11,039,434	8,348,481	32,780,071
San Diego Association of Governments	6,484,288	5,345,134	2,869,443	14,698,865
San Diego Metropolitan Transit System	15,687,819	12,931,798	11,814,035	40,433,652
Tahoe Regional Planning Agency	731,504	602,994	76,120	1,410,618
Alpine County Transportation Commission	8,030	6,619	1,084	15,733
Amador County Transportation Commission	270,133	222,677	17,258	510,068
Butte County Association of Governments	1,394,113	1,149,196	137,328	2,680,637
Calaveras County Local Transportation Commission	304,398	250,921	6,716	562,035
Colusa County Local Transportation Commission	147,628	121,693	11,913	281,234
Del Norte County Local Transportation Commission	180,367	148,680	17,296	346,343
El Dorado County Local Transportation Commission	1,178,532	971,489	146,329	2,296,350
Fresno County Council of Governments	6,858,943	5,653,971	2,252,509	14,765,423
Glenn County Local Transportation Commission	194,180	160,066	10,069	364,315
Humboldt County Association of Governments	908,969	749,282	277,078	1,935,329
Imperial County Transportation Commission	1,217,021	1,003,216	209,985	2,430,222
Inyo County Local Transportation Commission	128,133	105,623	0	233,756
Kern Council of Governments	6,153,567	5,072,514	684,452	11,910,533
Kings County Association of Governments	1,024,048	844,145	74,877	1,943,070
Lake County/City Council of Governments	452,969	373,392	42,185	868,546
Lassen County Local Transportation Commission	191,732	158,049	15,802	365,583
Los Angeles County Metropolitan Transportation Authority	66,190,463	54,562,183	159,567,653	280,320,299
Madera County Local Transportation Commission	1,072,397	883,999	64,400	2,020,796
Mariposa County Local Transportation Commission	114,836	94,661	6,174	215,671
Mendocino Council of Governments	604,618	498,400	80,987	1,184,005
Merced County Association of Governments	1,934,861	1,594,947	167,780	3,697,588
Modoc County Local Transportation Commission	57,821	47,663	9,103	114,587
Mono County Local Transportation Commission	89,210	73,538	238,829	401,577
Transportation Agency for Monterey County	2,918,312	2,405,626	1,660,632	6,984,570
Nevada County Local Transportation Commission	682,979	562,994	58,532	1,304,505
Orange County Transportation Authority	21,273,012	17,535,789	13,935,618	52,744,419
Placer County Transportation Planning Agency	2,153,873	1,775,483	558,784	4,488,140
Plumas County Local Transportation Commission	128,811	106,182	36,111	271,104
Riverside County Transportation Commission	16,540,370	13,634,573	4,903,661	35,078,604
Council of San Benito County Governments	445,279	367,053	12,801	825,133
San Bernardino County Transportation Authority	14,796,454	12,197,027	5,686,927	32,680,408
San Joaquin Council of Governments	5,330,825	4,394,310	2,182,399	11,907,534
San Luis Obispo Area Council of Governments	1,887,469	1,555,880	237,216	3,680,565
Santa Barbara County Association of Governments (SBCAG)	2,987,403	2,462,579	1,380,574	6,830,556
Santa Cruz County Transportation Commission	1,778,960	1,464,785	2,950,068	6,191,813
Shasta Regional Transportation Agency	1,216,750	1,002,992	114,827	2,334,569
Sierra County Local Transportation Commission	21,653	17,848	1,503	41,004
Siskiyou County Local Transportation Commission	295,298	243,420	22,945	561,663
Stanislaus Council of Governments	3,701,995	3,051,632	383,754	7,137,381
Tehama County Transportation Commission	435,820	359,255	16,455	811,530
Trinity County Transportation Commission	108,082	89,094	6,445	203,621
Tulare County Association of Governments	3,221,394	2,655,463	618,039	6,494,896
Tuolumne County Transportation Council	370,173	305,141	17,187	692,501
Ventura County Transportation Commission	5,598,727	4,615,148	1,658,367	11,872,242
Subtotals	\$ 264,052,500	\$ 217,664,000		
State Totals		\$ 481,716,500	\$ 481,716,500	\$ 963,433,000

STATE CONTROLLER'S OFFICE
2023-24 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE PUC 99314 ALLOCATION DETAIL
AUGUST 1, 2023

Regional Entity and Operator(s)	Revenue Basis	Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a)	Funds from RTC Sections 6051.8(b), and 6201.8(b)	Total Fiscal Year 2023-24 Estimate
		Fiscal Year 2023-24 Estimate A	Fiscal Year 2023-24 Estimate B	C= (A+B)
Modoc County Local Transportation Commission Modoc Transportation Agency	107,653	4,990	4,113	9,103
Mono County Local Transportation Commission Eastern Sierra Transit Authority	2,824,223	130,914	107,915	238,829
Transportation Agency for Monterey County Monterey-Salinas Transit District	19,637,486	910,274	750,358	1,660,632
Nevada County Local Transportation Commission County of Nevada	369,077	17,108	14,103	31,211
City of Truckee	323,083	14,976	12,345	27,321
Regional Entity Totals	692,160	32,084	26,448	58,532
Orange County Transportation Authority City of Laguna Beach	1,910,271	88,549	72,992	161,541
Orange County Transportation Authority	110,748,483	5,133,626	4,231,756	9,365,382
Regional Entity Subtotals	112,658,754	5,222,175	4,304,748	9,526,923
Orange County Transportation Authority - Corresponding to SCRRA***	NA	2,416,623	1,992,072	4,408,695
Regional Entity Totals	112,658,754	7,638,798	6,296,820	13,935,618
Placer County Transportation Planning Agency City of Auburn	21,830	1,012	834	1,846
County of Placer	5,410,141	250,781	206,724	457,505
City of Roseville	1,175,827	54,504	44,929	99,433
Regional Entity Totals	6,607,798	306,297	252,487	558,784
Plumas County Local Transportation Commission County of Plumas	346,829	16,077	13,253	29,330
County Service Area 12 - Specialized Service	80,198	3,717	3,064	6,781
Regional Entity Totals	427,027	19,794	16,317	36,111
Riverside County Transportation Commission City of Banning	208,349	9,658	7,961	17,619
City of Beaumont	318,557	14,766	12,172	26,938
City of Corona	426,555	19,772	16,299	36,071
Palo Verde Valley Transit Agency	175,762	8,147	6,716	14,863
City of Riverside - Specialized Service	493,635	22,882	18,862	41,744
Riverside Transit Agency	18,329,390	849,639	700,375	1,550,014
Sunline Transit Agency	11,506,078	533,352	439,653	973,005
Regional Entity Subtotals	31,458,326	1,458,216	1,202,038	2,660,254
Riverside County Transportation Commission - Corresponding to SCRRA***	NA	1,229,722	1,013,685	2,243,407
Regional Entity Totals	31,458,326	2,687,938	2,215,723	4,903,661

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

DANIELA FERNANDEZ – Nevada City City Council
SUSAN HOEK – Nevada County Board of Supervisors
TOM IVY – Grass Valley City Council, Vice Chair
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – 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 20, 2023 Meeting
DATE: September 20, 2023

NCTC 2023 ANNUAL COST OF LIVING ADJUSTMENT

NCTC’s revised Compensation Policy adopted by Resolution 22-30 on July 20, 2022 includes the provision that NCTC will adjust its salary ranges annually, as budget allows, by the average cost of living increase provided by the local labor market for the journey level planner classification.

This month staff received the final cost of living adjustments (COLA) provided by the local jurisdictions for the local labor market:

- County of Nevada: 2.0%
- City of Grass Valley: 3.0%
- City of Nevada City: 4.0%

The average of the labor market increases for 2023 is 3.0%. The COLA increase is effective retroactive to July 1, 2023, for all NCTC employees. The NCTC Compensation Policy also provides that NCTC will conduct a comprehensive review of its compensation with comparison to other similar Regional Transportation Planning Agencies approximately every five years, which is scheduled to next occur in 2026.

LOCAL TRANSPORTATION CLIMATE ADAPTATION PROGRAM (LTCAP) GRANT APPLICATION SUBMITTAL

Nevada County Transportation Commission staff, in coordination with Caltrans District 3, submitted the State Route 49 Grass Valley Wildfire Evacuation Route Project to the California Transportation Commission (CTC) for funding consideration in the 2023 Local Transportation Climate Adaptation Program (LTCAP). Funding for LTCAP stems from the \$148.5 million in the federal Infrastructure Investment and Jobs Act (November 15, 2021) that established the Promoting Resilient Operations for

Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Formula and Discretionary Grant Programs and \$148 million from Senate Bill 198 to support resiliency, evacuation route and at-threat coastal infrastructure improvements.

The proposed project is intended to help address the existing evacuation barriers identified at bottleneck locations on the State Route 49 corridor between Combie Road/Wolf Road and Ponderosa Pines Way through the construction of structurally engineered shoulders and a center two-way left turn lane that could be utilized to allow contraflow travel out of the Grass Valley area during emergency events. The shoulders will be 12 feet wide southbound and 8 feet wide northbound. The 16-foot center two-way left turn lane will also improve safety and operations during non-emergency events allowing safer operations for vehicles entering and exiting the highway. The planned improvements will help to facilitate southbound contraflow during evacuation events, mitigating risks to residents of the Cities of Grass Valley, Nevada City, and unincorporated communities adjacent to the SR 49 corridor by reducing evacuation times while enhancing emergency ingress. Additionally, the project will harden infrastructure and improve climate resiliency.

The grant application requested \$35,000,000 of LTCAP funding, which includes a state only match request of \$5,833,000 to expedite Community Resilience and Evacuation Route improvements on State Route 49. The LTCAP funding requested will allow NCTC in partnership with Caltrans District 3 to advance the project through a coordinated strategic funding plan. Of the \$35 million total funding requested, approximately \$10 million of LTCAP is requested to complete the project development work (Project Approval/Environmental Documentation, Plans, Specifications & Estimates, Right-of-Way Support, and Construction Support), \$3.5 million for Right-of-Way Capital, and \$21.6 million is being requested to fully fund the construction in partnership with State Highway Operations and Protection Program (SHOPP) funding committed by Caltrans District 3. NCTC is the nominating agency and Caltrans District 3 will be the implementing agency. The CTC funding recommendations are anticipated to be announced in November 2023.

AMERICAN PLANNING ASSOCIATION CALIFORNIA CHAPTER 2023 PLANNING CONFERENCE "PLANNING AT A CROSSROADS"

The American Planning Association California Chapter held the 2023 Planning Conference in Fresno, California on September 16-19, 2023. This three-day conference for planning professionals statewide hosts numerous sessions covering various topics of significance and challenges facing land use and transportation planners. NCTC's Executive Director moderated a panel session on research being conducted on the application of the theory of Induced Demand on transportation improvement projects in rural areas of California to address the lack of data.

The theory of induced demand or induced Vehicle Miles Traveled (VMT) is based on research conducted on congested urban highways and interstates and is focused on the effects of highway improvement projects that added capacity through construction of additional lanes. Research to date suggests that by reducing travel times from point "a" to point "b" on congested highways by constructing additional travel lanes can lead to additional trips that would not have otherwise occurred. The release of pent-up demand leads to increased VMT that was not originally accounted for and diminishes the true benefits of the project.

The panel session explored the literature review of the existing urban based research, analysis of case studies that looked at the changes in VMT at various time intervals after construction (i.e., 5, 10, & 20 years) of transportation improvement projects in rural areas of the state, and challenges experienced by Regional Transportation Planning Agencies related to application of new state policy guidance related to Vehicle Miles Traveled in rural areas.

CALTRANS LOCAL DEVELOPMENT REVIEW 2023 STATEWIDE WORKSHOP

On August 22-24, 2023, Caltrans hosted their annual planning conference for all Caltrans District level staff involved in the Local Development Review process that focuses on the review of local land use projects for potential impacts to the state highway system. NCTC's Executive Director was invited to participate on a panel to discuss how local agencies have developed methodologies and thresholds to implement the new state requirements related to the change to Vehicle Miles Traveled (VMT). VMT replaced roadway level of services as the new metric of determining the significance of transportation impacts and opportunities for coordination.



Caltrans District 3 Project Status Report

September 2023

Highway 20		
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	COMPLETE
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 Spring 2024.
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin Summer 2025. Target completion Fall 2026.	
Highway 49		
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 Wellwood Way and two at-grade access-controlled roundabout intersections at Wellwood 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	COMPLETE
	Design	Target completion Spring 2025.
Construction	Construction is expected to begin Fall 2025. Target completion Fall 2028.	
4H600 49 Safety Barrier	CO-RTE-PM	PLA - 49 - 8.7/10.6
	Location	In Placer County on Route 49 from 0.2 miles south of Lorensen 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	COMPLETE
Construction	Construction is expected to begin Spring 2024. Target completion Summer 2025.	

4J460 Pla 49 Pavement Rehab	CO-RTE-PM	PLA - 49 - 7.4/R8.9, R10.6/11.37/10.6
	Location	In Placer County on Route 49, from approximately 0.02 miles South of Dry Creek Rd. to approximately 0.4 miles South of Lorenson
	Description	Rehab Pavement, drainage systems, ground mounted signs, and pedestrian facilities
	Funding Source	SHOPP - Pavement Rehab (122)
	Total Cost	\$24,470,000
	Planning	COMPLETE
	Environmental	Winter 2026
	Design	Spring 2027
Construction	Begin Winter 2027. Completion Winter 2028.	
4J110 Nev 49 Evacuation	CO-RTE-PM	NEV - 49 - 2.1/9.8
	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	Add TWLTL, and Standard Shoulders
	Funding Source	SHOPP - Sustainability (999)
	Total Cost	\$68,200,000
	Planning	COMPLETE
	Environmental	Fall 2025
	Design	Winter 2026
Construction	Begin Summer 2027. Target completion Winter 2023.	

Interstate 80

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 Repalcement	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 Fall 2023
Construction	Construction is expected to begin Summer 2024 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	COMPLETE
Construction	Construction is expected to Fall 2023. Target completion Summer 2027.	
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
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	COMPLETE
	Design	COMPLETE
Construction	Target Winter 2023/ Target completion Fall 2024	
0J560 Drum Bay Drainage Restoration	CO-RTE-PM	NEV - 80 - Various
	Location	In Nevada County from west of Yuba Gap OC to Placer County line
	Description	Rehabilitate drainage systems and upgrade Transportation Management System (TMS) elements
	Funding Source	SHOPP Safety Improvement (151)
	Total Cost	\$15,390,000
	Planning	COMPLETE
	Environmental	COMPLETE
	Design	Fall 2024
Construction	Target Spring 2025 / Target completion Fall 2026	
3J790 Donner Summit Rest Area Restoration	CO-RTE-PM	NEV - 80 - R5.60/R5.60
	Location	In Nevada County on I-80 at the Donner Summit Safety Roadside Rest Area
	Description	Rehabilitate the existing irrigation and sewer system to extend the service life and minimize maintenance costs.
	Funding Source	SHOPP Safety Improvement (010)
	Total Cost	\$2,633,000
	Planning	COMPLETE
	Environmental	Summer 2025
	Design	Fall 2026
Construction	Target Spring 2027 / Target completion Summer 2028	

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	\$13,940,000
	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.