

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



DANIEL LANDON, Executive Director
 MICHAEL WOODMAN, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF NCTC MEETING January 29, 2020

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

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

Members Absent: Ed Scofield
 Duane Strawser

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

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

Pledge of Allegiance
 Roll Call

PUBLIC COMMENT:

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

CONSENT ITEMS

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

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

MOTION: Burton / SECOND: Hoek

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

ABSTAIN: None

ABSENT: Scofield, Strawser

3. State Transit Assistance Reissued Apportionments FY 2019/20

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

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

INFORMATIONAL ITEMS

6. Correspondence:

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

There were no questions or comments on the Correspondence.

ACTION: None – Information only.

7. Executive Director's Report

- 2019 Annual Report

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

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

ACTION: None – Information only.

8. Project Status Reports

- A. Caltrans Project Report

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

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

ACTION: None – Information only.

ACTION ITEMS

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

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

ACTION: Comments accepted.

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

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

ACTION: Adopted Resolution 20-07 by roll call vote

MOTION: Arbuckle / SECOND: Burton

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

ABSTAIN: None

ABSENT: Scofield, Strawser

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

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

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

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

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

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

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

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

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

19. Election of Officers

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

MOTION: Arbuckle / **SECOND:** Hoek

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

ABSTAIN: None

ABSENT: Scofield, Strawser

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

MOTION: Burton / **SECOND:** Arbuckle

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

ABSTAIN: None

ABSENT: Scofield, Strawser

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

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

ADJOURNMENT OF MEETING

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

Respectfully submitted by: _____



Carol Lynn, Administrative Assistant

Approved on: _____

By: _____

Andrew Burton, Chair
Nevada County Transportation Commission