

JAN ARBUCKLE – Grass Valley City Council
 ANDREW BURTON – Member-At-Large
 CAROLYN WALLACE DEE – Truckee Town Council
 ANN GUERRA – Member-At-Large, Chair
 DAN MILLER – Nevada County Board of Supervisors
 VALERIE MOBERG – Nevada City City Council
 ED SCOFIELD – Nevada County Board of Supervisors, Vice-Chair



DANIEL LANDON, Executive Director
 MICHAEL WOODMAN, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF MEETING July 18, 2018

A regular meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, July 18, 2018 in the Town of Truckee Council Chambers, Truckee Town Hall, 10183 Truckee Airport Road, Truckee, California. The meeting was scheduled for 9:30 a.m.

Members Present: Jan Arbuckle, Andrew Burton, Carolyn Wallace Dee, Ann Guerra, Ed Scofield, Alternate Duane Strawser

Members Absent: Dan Miller, Valerie Moberg

Staff Present: Daniel Landon, Executive Director; Mike Woodman, Deputy Executive Director; Dale Sayles, Administration Services Officer; Carol Lynn, Administrative Assistant

Standing Orders: Chair Guerra convened the Nevada County Transportation Commission meeting at 9:32 a.m.

Pledge of Allegiance

PRESENTATION: A plaque in recognition of 20 years of service was presented to Deputy Executive Director Mike Woodman by NCTC Chair Ann Guerra. Mr. Woodman thanked the Commission and commented it is a pleasure to work with the staff of NCTC, he values the integrity the Commission upholds, and Executive Director Dan Landon has been a great mentor.

PUBLIC COMMENT: There was no public comment.

CONSENT ITEMS

1. Financial Reports
April 2018 and May 2018. *Approved.*
2. NCTC Minutes
May 16, 2018 NCTC Meeting Minutes. *Approved.*
3. Allocation Request from Nevada County. *Adopted Resolution 18-20 approving allocations of Local Transportation Funds (LTF) and State Transit Assistance (STA) Funds for paratransit operations for FY 2018/19.*
4. Allocation Request from the City of Grass Valley. *Adopted Resolution 18-21 approving allocation of LTF for transit/paratransit operations for FY 2018/19.*

5. Allocation Request from the City of Nevada City. Adopted Resolution 18-22 approving allocation of LTF for transit/paratransit operations for FY 2018/19.
6. Allocation Request from the Town of Truckee. Adopted Resolution 18-23 approving allocations of LTF and STA for transit/paratransit operations for FY 2018/19.
7. Allocation Request from the County of Nevada for RSTP funds. Adopted Resolution 18-24 approving allocation of RSTP funds for FY 2018/19 and FY 2019/20.
8. Allocation Request from the City of Grass Valley for LTF Pedestrian and Bicycle Funding. Adopted Resolution 18-25 approving allocation of LTF Pedestrian and Bicycle Funding.
9. Grass Valley, Nevada City, the Town of Truckee, and Nevada County Subrecipient Agreements. Adopted Resolution 18-26 approving the Subrecipient Agreements between NCTC and the Cities of Grass Valley and Nevada City, the Town of Truckee, and Nevada County.
10. Amendment 4 to Professional Services Agreement for General Counsel Services with Sloan Sakai Yeung & Wong LLP, A Professional Corporation. Adopted Resolution 18-27 approving Amendment 4 to the Agreement for General Counsel Services with the law firm Sloan Sakai Yeung & Wong LLP, commencing August 30, 2018 through August 29, 2019.
11. Amendment 3 to Professional Services Agreement for Airport Land Use Planning Services with Mead & Hunt, Inc. Adopted Resolution 18-28 approving Amendment 3 to the Agreement for Airport Land Use Planning Services with Mead & Hunt, Inc., commencing September 16, 2018 through September 16, 2019.
12. Amendment 1 to Professional Services Agreement for the SR 49 Corridor System Management Plan Phase 1 with Omni-Means, LTD. Adopted Resolution 18-29 approving Amendment 1 to the Agreement for the SR 49 Corridor System Management Plan Phase 1 with Omni-Means, LTD., a GHD Company, commencing February 7, 2018 through December 31, 2018.
13. Federal Transit Administration (FTA) Section 5311 Federal Fiscal Year (FFY) 2019 Program of Projects (POP). Adopted Resolution 18-30 approving the FFY 2019 POP.

Commissioner Arbuckle made a motion to approve the Consent Items. Commissioner Scofield seconded the motion. The motion passed unanimously with Aye votes from Commissioners Arbuckle, Burton, Dee, Guerra, Scofield, and Alternate Strawser. (Commissioner Miller was absent).

INFORMATIONAL ITEMS

14. Correspondence:
 - A. Betty T. Yee, California State Controller, 2017-18 State of Good Repair Program 1st Allocation, File 370.2.1, 5/24/18.
 - B. Glenn, personal email, Lives Over Trees – Highway 174, File 1200.6, 6/15/18.

- C. Secretary of State Alex Padilla, SOS Press Office, Secretary of State Alex Padilla Assigns Numbers to November Ballot Measures, Invites Ballot Arguments, File 570.0, 6/29/18.
- D. John Osborn D’Agostino, PUBLICCEO, Gas Tax Repeal, File 570.0, 6/29/18.
- E. Alexei Koseff, Sacramento Bee, Capitol Alert: What You Need To Know About California’s Gas Tax Repeal Initiative, File 570.0, 6/25/18.
- F. Erin Baldassari, Bay Area News Group, Gas Taxes: Where Does Your Money Actually Go? File 570.0, 7/1/18.

No questions or comments were made.

15. Executive Director's Report

15.1 SR 49 Stakeholders Committee

Executive Director Landon referred to the recent SR 49 Stakeholders Committee meeting on May 23 and said they will plan the next meeting in the Fall.

15.2 SR 49 Complete Streets/Safe Transportation for Every Pedestrian (STEP) Improvements – SR 20 to Cement Hill Road

Executive Director Landon said they are working with Caltrans and Nevada County staff to set up a meeting and try to identify pedestrian safety improvements for the section of Highway 49 on the north side of Nevada City.

15.3 NCTC 2018 Annual Salary Cost of Living Adjustment

No questions or comments were made.

16. Project Status Reports

A. Caltrans Project Report

Caltrans District 3 Project Manager Jonathan Pray asked the Commissioners if they are happy with how he has been delivering the Project Status Report at the meetings. The Commissioners responded they were, and Commissioner Burton commented he really liked the new format of the report.

- *SR 20 – Smartsville - Safety – Shoulder widening and curve improvements* – This Smartsville safety project is just west of the county line in Yuba County. Construction had a delayed start but should break ground soon.
- *SR 20 – White Cloud, Lowell Hill, Omega Turnout - Safety – Shoulder widening and curve improvements, operational improvements* – These projects are east of Nevada City on Highway 20. White Cloud and Lowell Hill are areas with sharper curves that have a history of accidents. Safety improvements include realigning curves and widening the road. Omega Turnout will allow large trucks to pull over and vehicles to pass.

- *SR 20 – Special Ops – Operational improvements – widen for left-turn pockets and roadway turnouts* – This project will add left-turn pockets at Conservation Road and Washington Road along with some turnouts, and will start construction in 2022.
- *SR 20 – Gold Nugget - Repair pavement, drainage, sign panels, ADA facilities, and roadside planting and irrigation. Install new storm water improvement, Maintenance Vehicle Pullouts (MVPs), and shoulder widening* – Much of this project is along the Golden Center Freeway, improving asphalt, drainage, electrical, and shoulder widening. This project has been delayed until funding becomes available.
- *SR 49 – Electrical Upgrades - Safety - Install flashing beacons at Alta Sierra Drive intersection, upgrade lighting at Brewer Road intersection, and install radar speed feedback signs at various locations* – These safety projects, initiated from the Highway 49 safety meetings, are in progress and will be completed this summer. Executive Director Landon asked where the radar speed feedback signs would be installed, and Commissioner Burton asked if there would be radar feedback and flashing lights in both directions on the signs. Mr. Pray replied he did not have specific information and he would look into it. Mr. Landon commented that he would like to ask the local CHP office where they think the signs would be most effective. Commissioner Scofield commented these were good projects. Mr. Landon said he would like to keep the Commissioners apprised of the information when it is available.
- *SR 49 – Mother Lode Road – Superelevation correction* – This project will correct the bank of the road on a curve to keep water off the road and help keep cars on the road.
- *SR 49 – Placer County Line to Route 20 – Culvert Rehabilitation (North and South)* – Mr. Pray said these projects will help prevent washouts on the road. Mr. Landon commented there have been sizeable sinkholes recently along Highway 49. The North project will start construction Spring 2019. The South project is being funded with SB 1 funds and will start construction in Spring 2021. Commissioner Arbuckle asked if there would be signs on the project informing the public this is an SB 1 project. Mr. Pray replied yes, he thought there would be signs up for the public.
- *SR 49 – Nev-49 Corridor Improvement Project Phase 2 - La Barr Meadows Road to McKnight Way – Widen SR 49 to a four-lane highway with a continuous median/left-turn lane and 8-foot shoulders* – This STIP – RIP (NCTC) project to widen the highway to four lanes, add frontage roads and intersection control, is moving forward with environmental studies. Mr. Pray said they chose not to go forward with the BUILD grant since the project is not far enough along to fit into the grant's timeline. Mr. Landon commented that every two years NCTC has an opportunity to identify projects they would like to use state Regional Improvement Program funds for, and the Commission had decided to put those funds toward the environmental and design phases of this project. In addition, NCTC and Caltrans are looking for grant opportunities and interregional program funding that could be added together to fund the project. Mr. Landon said this strategy has worked well in the past, having been used to fund the La Barr Meadows project. Mr. Pray said they are working on the environmental and design phases so they will be ready when the money does become available for construction.

- *SR 49 – Nev-49 Corridor Improvement Project Phase 1 - La Barr Meadows Road to McKnight Way – Widen shoulders, construct two-way left-turn lane, southbound right-turn lane, and northbound truck climbing lane, install transportation management system elements, rehab pavement, and rehab culverts* – This SHOPP project is incremental toward the future widening project, and if funds become available, it may be combined with the widening project. The project is waiting to be programmed into the 2020 SHOPP.
- *SR 49 – Wolf Road/Combie Road – Safety - Construct acceleration lanes* – This project for the acceleration lane at the Wolf/Combie intersection will hopefully reduce collisions by giving drivers time to get up to speed when merging onto Highway 49. Caltrans is coordinating with Nevada County on a project they are doing on Combie Road.
- *SR 49 – Round Valley Road – Safety - Construct two-way left-turn lane* – This project for the two-way left-turn lanes for better access at Quail Creek Drive and Round Valley Road will hopefully serve to reduce collisions in those areas.
- *I-80 – Near Truckee from east of Kingvale Undercrossing to 0.2 mile west of Union Mills Bridge – Remove metal beam guard rail and replace with concrete barrier* – This project is expected to start construction by Summer 2019.
- *I-80 – Truckee at the Donner Pass Inspection Facility and at Floriston at the Floriston Sand and Salt Houses – Replace Sand House* - This contract was recently awarded and construction is expected to be completed by December 2019.
- *I-80 – Near Truckee from east of Floriston Road to west of Farad Undercrossing – Stabilize cut slope* - This project involves cutting down slopes to prevent rocks from sliding onto the highway. Mr. Pray said there are three additional cut slope projects in the works as well.
- *In Glenn, Colusa and Nevada Counties at various locations. One location is at the Donner Safety Roadside Rest Area – In response to the Governor's order, this project proposes to install Zero Emission Vehicle charging stations at select Safety Roadside Rest Areas* – This project is part of Governor Brown's plan to connect charging stations between cities so electric vehicles can more easily travel between them.
- *SR 174 – at Brunswick Road – Install intersection lighting* – This project at the Brunswick Y is expected to complete construction in the Fall.
- *SR 174 - Safety Improvement from Maple Way to You Bet Road - Realign curves, widen shoulders, add a left-turn lane at Greenhorn Access Road, and improve the clear recovery zone* – Mr. Pray said he is happy with how this project for correcting non-standard curves and widening shoulders is moving forward. He said this project was not popular at first, but after several meetings with members of the Save Highway 174 committee he feels they have made good progress toward compromise, with Caltrans agreeing to reevaluate their design to steepen slopes and pull in right-of-way acquisitions. There is another meeting scheduled for July 19. Mr. Pray said he hopes Caltrans is serving the community better as a result of this progress.

- *SR 174 – Grass Valley from Park Street to Highway 20 – Upgrade ADA infrastructure including curb ramps, cross slopes, driveways, etc* – Caltrans is working with the City of Grass Valley to relinquish this section of highway (as well as Hansen and Tinloy streets) to the city.
- *SR 49, 89, 174 – Remove dead trees that have been killed by the bark beetle* – Caltrans will be removing trees this summer that have been damaged from the inside out due to the bark beetle and should be cut down before they fall. He said you can't always see the damage from the outside but the trees are being eaten alive from the inside.

Mr. Pray said a project not on the list is for a roundabout and median barrier project at Lone Star and Laurensen Roads in Placer County between Dry Creek and Wolf/Combie Roads. He said if the concept works well there, the strategy may spread to sections of Highway 49 to the north. Mr. Landon asked what the distance was between Lone Star and Laurensen Roads. Mr. Pray replied it was about a mile distance.

Alternate Strawser commented that he saw complaints on social media after a recent cycling event about the poor condition of the Highway 49 corridor in Sierra County, and this issue is important because eco and recreational tourism bring large amounts of money to our area. The road had been recently paved and had lost most of the shoulder that cyclists use, in some cases up to 6 feet. In other cases guard rails had been installed, eliminating any space for cyclists or pedestrians. He felt this was a short-sighted lack of communication by Caltrans and wanted to be sure that the upcoming projects took these alternative forms of transportation into consideration. He said it is difficult to go back and fix things after they are completed. He referred to the sound wall near Alta Sierra where the design was supposed to include a punch through for pedestrians and bicycles, but instead they have to travel through the trailer park. The residents of the trailer park are upset about this path of travel, but Caltrans has said it would be too expensive to go back and change the design now. Alternate Strawser referred to the Oregon State Scenic Bicycle Highway Route along Highway 1, which is now facing lawsuits over cyclist deaths attributed to the loss of safe shoulders after the road was repaved, and he fears Nevada County is going the same route. He said cyclists would be open to giving Caltrans advice on shoulder improvements.

Mr. Pray asked if the shoulder was repaved as well on that section of Highway 49 in Sierra County. Alternate Strawser replied in many cases it was not, so there is a 2-3" lip where the new paving starts, a dangerous situation for cyclists who could run into the lip and fall into traffic. He said some new guardrails have a one-foot bumper that sticks out past the white line, and some storm grates are recessed up to 6" below the pavement, both of which are dangerous for cyclists. Mr. Pray said Caltrans' mission is for complete streets and to make roads safe for all forms of transportation, and he would bring the message back to Caltrans.

Mike Woodman said they are in the process of updating the Active Transportation Plan and asked Mr. Pray about setting up a meeting with other planners and Mr. Strawser to make sure key concerns were included in the plan. Alternate Strawser added he had previously brought up the area near Graeagle that was repaved and resulted in no room for children to walk or ride their bikes to the bus stop.

Executive Director Landon suggested that staff work with the consultant on the Corridor System Management Plan Update to see if a trail could connect to the shoulder in the Ponderosa Pines area to help pedestrians and cyclists avoid traveling through the trailer park. Alternate Strawser commented he still had the original plans for that area that called for those considerations that ultimately were not realized.

Commissioner Dee asked what happened to the program where repaving was to be done shoulder to shoulder with bike lanes included in the paving design. She said that is not happening. Alternate Strawser said he thought the program was still intact but was not being followed through. Commissioner Dee said it was a state directive and it should be looked into.

Commissioner Dee thanked Mr. Pray for including Eastern County in his report. She would like the report to include anything involving Highway 89, even in Sierra or Placer Counties, because it ultimately impacts traffic conditions in Truckee, and alternative transportation is very big in Truckee. Mr. Woodman said there may be an opportunity for Caltrans to partner with Congestion Mitigation and Air Quality funding to expand the shoulders.

Commissioner Scofield asked if the CSMP Update covered all of Highway 49. Executive Director Landon replied the portion of the CSMP between the Bear River and McKnight Way is called Phase 1. He said in the future they may identify the section from the Bear River to Auburn. Commissioner Scofield asked who has jurisdiction over the sections going toward Downieville. Mr. Landon replied NCTC has the planning responsibilities in that area. Alternate Strawser offered to take pictures of the area if it would be helpful.

B. Town of Truckee's Transit Operations Report

Truckee Administrative Analyst II Kelly Beede said she would be primarily focusing on the Short Range Transit Plan prepared by LSC Transportation Consultants for her report. The final plan included Dial-A-Ride on Sundays, eliminating fares, expanding hours on the fixed route, extending mainline winter evening service, and providing peak winter service in the mornings and afternoons. These services would be helpful to connect people to the regional TART, the ski areas and North Lake Tahoe. They would like to implement Sunday mainline service, and winter evening service to Truckee on the regional TART, and they looked at partnering with local employers to fund a van pool program between Truckee and Reno. The total cost of the five-year plan would be about \$600,000, and it would result in an estimated additional 79,000 annual passenger trips. The capital requirements to support the plan are estimated at about \$3 million and would include bus stop improvements, the purchase of six buses, and upgrading the new transit center to accommodate the additional routes.

Ms. Beede referred to analysis of operating transit service in-house versus contracting out for services. Benefits of in-house services include more control over transit operations, improved customer service, and potential employee retention, with a potential cost savings of \$11,000. The current contract ends June 20, 2020.

Ms. Beede said funding options include grant funding, contributions from new development, special service area fees, and public and private partnerships.

Ms. Beede listed accomplishments achieved so far in the Short Range Transit Plan, including implementation of the Sunday Dial-A-Ride, a transit center relocation feasibility study through an SB 1 planning grant, a possible partnership with Neighborhood Partners for the new transit center, and free fares going into effect July 1 for the fixed route and for ADA certified Dial-A-Ride passengers.

Ms. Beede commented that the North Tahoe Truckee Transport Senior Shuttle (NTTT) was terminated on June 14, 2018 due to a loss of FTA section 5310 funding. Commissioner Burton asked what the

ridership had been on the NTTT Senior Shuttle. Ms. Beede replied it was about 300 passenger trips per year. She said they would continue to look for funding for the service. Commissioner Burton asked if Dial-A-Ride might pick up some slack for the loss of service. Ms. Beede replied Dial-A-Ride does provide hospital trips for seniors in Truckee but not the North Lake area. Commissioner Burton said he sits on the Area 4 Agency on Aging committee and there is a heightened interest for transportation services for seniors. He said it would be good for Sierra Senior Services to be aware of the changes happening with the transportation services.

Ms. Beede was happy to say that Truckee TART is now live on NextBus and can be accessed through the NextBus app on smartphones and computers. She said it is particularly useful in their area with visitor traffic, construction and winter weather conditions. Users can look up TART on the app and then choose which route they are interested in. She said the 10th annual Truckee Thursdays is underway and the free shuttle provides a great service to the community. This year they are operated by North Star who is providing great customer service and ridership is up 20%. Ridership was up 60% over last year for shuttles to the July 4th Parade.

Mike Woodman asked Ms. Beede to talk about the new Truckee North Tahoe Transportation Management Association website. Ms. Beede said they are excited about the new changes to the website. The web address is TahoeTruckeeTransit.com, it is very interactive, it can help people plan their trips, link them to NextBus, and it provides information on all the regional transportation services including shuttles.

Executive Director Landon said Truckee's free fares bring up the question of how the fare box recovery is being satisfied, which in a rural area is 10 percent of operation cost. However, with Truckee's public private partnerships, development fees and other programs, Truckee is still able to make their fare box recovery even with the free fares, which he said was marvelous. Ms. Beede commented that going to free fares was a relatively low cost in their operational plan, and it was a region-wide desire. She said funding for the free fares came from the additional sales tax revenue provided by SB 1 funds.

Commissioner Strawser asked about the reasons why people commute between Reno and Truckee, and what part the van pool would play if implemented. Ms. Beede said the van pool would be one of the ways to reduce traffic impact in Truckee.

ACTION ITEMS

17. Regional Transportation Mitigation Fee (RTMF) Inflation Adjustment

Executive Director Landon said the regional mitigation fee collected on building projects in western Nevada County is due for an adjustment according to the 20-City Construction Cost Index, equal to an increase of three and a half percent. He said he believes Nevada County has already adjusted their fees, so this increase would put Grass Valley and Nevada City in line with the county increase.

Commissioner Scofield made a motion to adopt Resolution 18-31 approving the RTMF inflation adjustment. Commissioner Arbuckle seconded the motion. The motion passed unanimously with Aye votes from Commissioners Arbuckle, Burton, Dee, Guerra, Scofield, and Alternate Strawser. (Commissioner Miller was absent).

18. NCTC Policies and Procedures Manual Update

Executive Director Landon said this update is in response to recommendations highlighted in the last Triennial Performance Audit by Michael Baker International to make the Policies and Procedures Manual more easily understood and usable for our member agencies. The three recommendations made are included in this update of the Policies and Procedures Manual.

Commissioner Arbuckle made a motion to adopt Resolution 18-32 approving the updated NCTC Policies and Procedures Manual. Alternate Strawser seconded the motion. The motion passed unanimously with Aye votes from Commissioners Arbuckle, Burton, Dee, Guerra, Scofield, and Alternate Strawser. (Commissioner Miller was absent).

19. Approval of Transit Funding Equity Study Contract with Michael Baker International

Executive Director Landon said the purpose of this study is to look at the way NCTC allocates the transportation funding to ensure it is being done on an equitable basis between Eastern County and Western County.


Commissioner Dee made a motion to adopt Resolution 18-33 approving the contract with Michael Baker International to prepare a Transit Funding Equity Study. Commissioner Scofield seconded the motion. The motion passed unanimously with Aye votes from Commissioners Arbuckle, Burton, Dee, Guerra, Scofield, and Alternate Strawser. (Commissioner Miller was absent).

COMMISSION ANNOUNCEMENTS: Chair Guerra welcomed Commissioner Dee back after being gone for the last few meetings. Commissioner Dee thanked the Commission and explained she has been battling cancer again. She said she is on leave from work but is doing as many of her duties as she can, as well as being the Mayor of Truckee. She thanked the Commission for their understanding.

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be September 19, 2018 at the Nevada County Board of Supervisors Chambers, Eric Rood Administrative Center, 950 Maidu Avenue, Nevada City, CA, starting at 9:30 a.m.

ADJOURNMENT OF MEETING

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

Respectfully submitted by: 
Carol Lynn, Administrative Assistant

Approved on: _____

By: _____
Ann Guerra, Chair
Nevada County Transportation Commission