

JAN ARBUCKLE – Grass Valley City Council
ANDREW BURTON – Member-At-Large, Chair
CAROLYN WALLACE DEE – Town of Truckee
ANN GUERRA – Member-At-Large
SUSAN HOEK – Nevada County Board of Supervisors, Vice Chair
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 April 15, 2020

An online Special Meeting of the Nevada County Transportation Commission (NCTC) was held via teleconference, in light of COVID-19 restrictions on public gatherings, on Wednesday, April 15, 2020. The meeting was held via Zoom. Notice of the Special Meeting was posted 24 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
Ed Scofield
Duane Strawser

Members Absent: None

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 Burton convened the Nevada County Transportation Commission meeting at 9:36 a.m.

Pledge of Allegiance
Roll Call

PUBLIC COMMENT: None

CONSENT ITEMS

1. Financial Reports
December 2019 and January 2020
2. NCTC Minutes
January 29, 2020 NCTC Meeting Minutes

3. Revised Findings of Apportionment for FY 2019/20 and Preliminary Findings of Apportionment for FY 2020/21
Resolution 20-11 and 20-12
4. Revised Local Transportation Fund Allocation for the City of Grass Valley
Resolution 20-13
5. Revised Local Transportation Fund Allocation for the City of Nevada City
Resolution 20-14
6. State Transit Assistance Preliminary Apportionments for FY 2020/21
Approve apportionment table
7. Regional Transportation Mitigation Fee Inflation Adjustment
Resolution 20-15
8. Approval of Low Carbon Transit Operations Program FY 2019/20 Funding Amounts
Approve the Town of Truckee's and Nevada County's allocation requests

ACTION: Approved Consent Items by roll call vote

MOTION: Dee / SECOND: Scofield

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

ABSTAIN: None

ABSENT: None

INFORMATIONAL ITEMS

9. Executive Director's Report

- Zero Traffic Fatalities Task Force

Executive Director Landon said at the start of January 2020, the report from the Zero Traffic Fatalities Task Force was forwarded to the legislature, and Assembly Member Friedman is working on putting some of the recommendations into legislation. However, given the current pandemic situation, there isn't anything to report at this time.

- SR 49 Corridor Plan and Roadside Safety Audit

Executive Director Landon said this process has been kicked off. He referred to two graphics that have been developed, one showing the fatal collisions on Highway 49 from 2015 to 2019, and the other a Communication Plan that has been set up to participate in this Roadside Safety Audit and report process. The next step that NCTC staff will be doing is to call a meeting of the State Route 49 Stakeholders Committee and apprise them of this effort, and share the Draft Report coming from the Caltrans consultant as soon as it comes out.

There were no questions or comments on the Executive Director's Report.

10. Project Status Reports

A. Caltrans Project Report

Caltrans District 3 Project Manager Sam Vandell reviewed the March Caltrans Project Status Report.

There is a new project on Highway 80, it is the Yuba Pass separation overhead bridge replacement at Highway 80 and Highway 20.

The Soda Pavement Repair is a variable location project to repair the distressed pavement and to update the design standards on the roadway to current design standards. It is in Placer and Nevada Counties, from Soda Springs up to the Troy Road undercrossing.

A new project on Highway 80, Acid Flats 3H580, in Nevada County near Floriston at the Truckee River Bridge, replaces the bridges at that location and installs fiber optics, and an RWIS, which is a weather monitoring station.

A new project on Highway 80 in Truckee, west of the Donner Park overcrossing bridge to the Trout Creek undercrossing bridge, is a pavement rehabilitation SHOPP project, and will install rumble strips.

The Highway 174 Safety Project 4F370 to realign curves, widen shoulders, and add a left turn lane at Greenhorn Access Road has a construction contract approval date of February 2020.

Project 3F680 on Highway 174 to upgrade ADA infrastructure including curb ramps, cross slopes, driveways, etc. has a target date of April of 2020 to complete the environmental document.

Mr. Vandell said he will continue to have Highway 80 projects on the schedule. He said part of Senate Bill 1 (SB1) is to repair what we have first, and Highway 80, going up the mountains and over the top, is certainly a high-stressed pavement. It will continue to get lots of attention going forward. It is a vital stretch of pavement. It is not only a part of SB1, but it is a major route for commercial traffic as well. It takes lots of beatings from truck traffic, and along with the snow removal and the chain control, the pavement continues to take much pounding. It definitely needs to be updated and repaired.

Mr. Vandell addressed the vegetation management on Highway 49 near Banner Mountain. He said discussions were set up with maintenance staff. He believed Shelley Pangman was the maintenance area supervisor through there, and there were some concerns at that overcrossing. It was a matter of getting the right people in contact with one another to provide that communication, because there were some efforts to try and save some trees. There were a large number of trees near the overcrossing. They wanted to make sure that the sight distance was accomplished, but with trying to maintain as many of those trees as possible as well.

Mr. Vandell addressed the vegetation management on Highway 49 toward North San Juan, especially as evacuation paths become more and more critical. He said Tom Brannon has been working with CAL FIRE in identifying those areas and working to get those addressed. There has been some discussions on that, but with COVID-19 and the adjustment everybody is

making, it's been pushed on the back burner. People are just now being able to communicate and develop plans to move forward on that.

Mr. Vandell addressed the acceleration lanes at Wolf Road/Combie Road, saying the project went out to bid and the contract has been awarded to DeSilva Gates. The project should start this season and is moving forward. He said highway construction activities were considered essential during the shelter-in-place order, so projects are still proceeding.

Chair Burton commented, before all of our current pandemic and COVID-19 response became our new reality, the county was just preparing to get ready for this fire season, with some increased efforts on land clearing and other mitigation efforts. He requested that Mr. Vandell include in future updates the areas that Caltrans is focusing those efforts on, so that we can get that information into the hands of our supervisors. Executive Director Landon said he would work with Mr. Vandell on that. He also noted that staff received notification from Caltrans that NCTC has been awarded funding to do the READY Nevada County effort to parallel with what OES and the other community agencies are doing so that we will help combine all of our transportation planning into the efforts of the community related to emergency evacuation, etc. He said staff will be kicking that off in the coming fiscal year.

B. The Town of Truckee's Transit operations

Kelly Beede, Truckee Administrative Analyst II reviewed the Truckee TART Activity 4th Quarter FY18/19 & 1st & 2nd Quarters FY19/20.

Truckee TART saw a 27% increase in overall ridership over the past year. 32% of that was on the Fixed Route and about 16% was on Dial-A-Ride. Between July 1 and December 31st, the Fixed Route ridership was up 45%, and system-wide, it was up 35%.

The Fixed Route service was expanded in November. It used to operate from 9:00 a.m. to 5:00 p.m., six days a week, now it is operating 7:00 a.m. to 7:00 p.m. seven days a week. In the wintertime, it starts one hour earlier. The Fixed Route system is now a year-round operation.

February ridership to April ridership is down 60%. The Fixed Route schedule was modified to 8:00 a.m. to 6:00 p.m. on weekdays, and 9:00 a.m. to 6:00 p.m. on the weekend. Ridership is monitored daily. They are hoping they don't have to make any more adjustments. Transit is being provided to transit-dependent folks to essential needs appointments and to grocery centers. Masks are provided on the bus for passengers who don't have them. Drivers are wearing masks and gloves. Buses get wiped down on a daily basis. There are hand sanitizer stations at the main shelters.

A Truckee TART regional night service began in December, which has been an unmet need for at least a decade. A bus comes from North Lake Tahoe into Truckee during the daytime from 7:00 a.m. to 6:00 p.m. The night service runs from 6:00 p.m. to 2:00 a.m. in peak season and 10:00 p.m. in the shoulder seasons. There are a number of employees that rely on the transit service to get to the resorts for employment during the daytime, but there was no service getting them home. The new night service runs from Truckee to the resorts from roughly 6:00 p.m. until 11:30 p.m. There is now a full connection region-wide from 7:00 a.m. to 11:30 p.m. between Truckee and North Lake Tahoe.

From December 12th through February 28th, 3,155 one-way passenger trips were provided, and at the resorts, the connection between the Truckee TART and regional TART service, there were 730 transfers. This really speaks to the importance of the regional connection for residents and visitors and employees.

When the stay-at-home orders and having only essential businesses open occurred, the resorts closed. They continued to run service for a couple of weeks and got to the point where over a 12-hour period, total trips were about three. The decision was made with Placer TART to suspend night service. Night service will start again when the resorts and all the business within the resorts are open. This will be a viable year-round service when things are normalized.

Last year they saw another 9% increase in the Truckee Thursday shuttle for the July Parade Show program. This year they have received a number of special event applications, two of which rely on shuttle service. They are standing by to determine whether or not the Truckee Thursday event and 4th of July Parade will occur. They will be adjusting accordingly the summer shuttle event program.

Ms. Beede reported on the Transit Center Relocation Feasibility Study. The current transit center at the train depot is beyond capacity, particularly during peak times of the day. The project advisory committee initially identified 15 potential sites around Truckee. They whittled that down to three sites which were included in the report. One of the sites would be to modify the existing depot location. The second concept design is to modify the rail yard parking site into a new transit center location. The third site is called the North Balloon Track option. As part of the rail yard master plan, the town can buy 25,000 square feet from the developer for a dollar and then another 25,000 square feet at fair market value. The final PAC meeting will be sometime in May to bring back all of the public outreach efforts, all the questionnaires and surveys, and public meetings. The project advisory committee will give a final recommendation that will then go to the Town Council.

Chair Burton asked about the efforts to communicate the availability of night service with both employers and employees in Truckee. Ms. Beede responded they worked with the Truckee North Tahoe Transportation Management Association and with Placer County to do public outreach with social service agencies, the employment centers in Truckee, the resorts, and the businesses around the resorts. They posted flyers at affordable housing locations, on buses and in transit shelters. They worked with the resort employee orientation meetings to notify them about the service. For a new service, they felt that the ridership was actually really good.

Ms. Beede addressed safety of drivers and passengers, and whether people could enter through a back door on the bus. She said the buses only have one entrance in the front because the buses are smaller. Placer County TART has the larger buses and they do have their passengers enter through the back door. For Truckee's smaller buses they have cordoned off the first two rows behind the drivers and ask passengers to sit in every other seat. They are trying to do as much social distancing on the bus as possible.

ACTION: None – Information only.

ACTION ITEMS

11. Presentation: Bryce Consulting Compensation Survey
This item was moved to a future meeting due to a scheduling conflict.

12. Revised Allocation Request from the Town of Truckee
Resolution 20-17

Executive Director Landon said based on funding policies that NCTC adopted last spring, Truckee is requesting a revision of their current transit claim in order to assist them in establishing a 12-month operating reserve.

ACTION: Adopted Resolution 20-17 by roll call vote

MOTION: Dee / SECOND: Scofield

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

ABSTAIN: None

ABSENT: None

13. Draft FY 2020/21 Overall Work Program

Executive Director Landon said staff has received notification that NCTC will be receiving funding for the READY Nevada County effort, which will be added into the Draft and brought back in the Final OWP report for the May NCTC meeting. Staff is waiting to hear on another grant that is due to be awarded this month that may also be added to the Draft for our Final report in May. Staff received some comments from Caltrans regarding formatting and timing of some of the projects, and these are being addressed.

ACTION: There were no comments.

14. Congestion Mitigation and Air Quality Improvement Program Adjustments
Resolution 20-18

Deputy Executive Director Mike Woodman said this item is recommending some adjustments to the projects in the Congestion Mitigation and Air Quality Improvement Program (CMAQ). CMAQ is a federal funding program for transportation projects that improve air quality in regions that have been designated as non-attainment for federal air quality standards. In 2004, Western Nevada County was designated as non-attainment for the federal ozone standards. As a result of that designation, NCTC annually receives approximately \$1 million in CMAQ funds. As the regional transportation planning agency, NCTC is responsible for administering the funding program. NCTC staff programs the projects in coordination with Caltrans and the Federal Highway Administration, making sure the funding is utilized and not lost, and following annual reporting requirements.

The City of Grass Valley indicated they had two recent bids come in that were higher than the CMAQ funding previously approved. Those two projects are the Condon Park Accessibility Project and the Wolf Creek Trail Project. As a result of those higher bids, the city indicated that they needed an additional \$50,000 for the construction of the Condon Park Accessibility Project and an additional \$45,000 for the preliminary engineering for the Wolf Creek Trail Project. Looking at the program, staff determined that we could address these requests. The city had a previous CMAQ project, the Southeast Grass Valley Sidewalk Improvement Project that was recently closed out. As part of that closeout, they had a \$50,000 savings that went back into

NCTC's carryover funds. Additionally, the Wolf Creek Trail Project needed an additional \$45,000. The City of Grass Valley indicated they would support reducing the McCourtney Road Active Transportation Project by \$45,000 and applying that funding to the Wolf Creek Trail Project. Those two actions would allow the bids to be awarded and both of those projects to move forward without any impact on the current CMAQ program.

With those actions, the funding amounts would be adjusted. The Condon Park Accessibility Project amount would now be \$415,000. The Wolf Creek Trail Project would be \$271,000, and the McCourtney Road Active Transportation Project would be reduced by \$45,000, for a total of \$640,046.

Deputy Executive Director Woodman reviewed the McCourtney Road Active Transportation Project, saying it will include installation of a concrete sidewalk on the north side of McCourtney Road, beginning at the terminus of the existing sidewalk on Mill Street, and continuing west through the intersection of the freeway ramps, and connect to the existing sidewalk in front of the Brighton Greens property. The project proposes to construct a shared-use, eight to 10 foot wide paved path on the south side of McCourtney Road, from Allison Ranch Road west to the Brighton Street intersection, where it will join the existing paths and sidewalk running along the Fairground property. The project is currently programmed in the Federal Transportation Improvement Program, and the City of Grass Valley indicated they will probably obligate the funding for that and move forward next year. Chair Burton said those improvements will be fantastic.

ACTION: Adopted Resolution 20-18 by roll call vote
MOTION: Arbuckle / SECOND: Dee
AYES: Arbuckle, Burton, Dee, Guerra, Hoek, Scofield, Strawser (unanimous)
ABSTAIN: None
ABSENT: None

15. Revised Allocation Request from Nevada County
Resolution 20-19

Executive Director Landon said Nevada County Transit has found, through the changes in funding programs, that they need to adjust their current year transit allocation from what it was back in July when it was adopted. They have submitted a revised claim to bring their funding sources in line with their budgeting, and have provided all the necessary documentation for the Transportation Development Act.

ACTION: Adopted Resolution 20-19 by roll call vote
MOTION: Arbuckle / SECOND: Dee
AYES: Arbuckle, Burton, Dee, Guerra, Hoek, Scofield, Strawser (unanimous)
ABSTAIN: None
ABSENT: None

COMMISSION ANNOUNCEMENTS:

Commissioner Arbuckle said the county and the cities are really working hard together to keep our virus case numbers low. She said it shows what we can do when we all pull together and share information in a timely manner. She is sharing information with County Executive Officer Alison Lehman daily on all the briefings, webinars and conference calls through the National League of Cities and the League of California Cities.

Chair Burton commented he was asked to participate in a small way with the Nevada County Relief Fund effort that got approved yesterday by the Board of Supervisors. He said it is going to be exciting for the next couple of weeks as the website launches and we start to build momentum on that fund. He said he has been impressed by just how much digging in and leaning in there has been from the cities and the county.


Commissioner Dee commented that she is concerned about Truckee’s virus case numbers, and it is difficult if it is a matter of altering the public’s behavior. She said the government officials are being very vocal in their pleas to be careful and aware of imposing personal activities on an entire community. She said they are trying to bring their averages down. Commissioner Arbuckle said they appreciate what Truckee is doing and understand their unique situation to the rest of the county.

Chair Burton thanked staff for adding quick links to the Agenda Packet and said they are very helpful.

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be May 20, 2020 via Zoom Webinar.

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