

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



MICHAEL WOODMAN, Executive Director
 AARON HOYT, Deputy Executive Director

Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF NCTC MEETING July 20, 2022

An online meeting of the Nevada County Transportation Commission (NCTC) was held via teleconference, in light of COVID-19 and the state of emergency proclamation and state and local recommended measures for physical distancing, on Wednesday, July 20, 2022, via Zoom. Notice of the meeting was posted 72 hours in advance. The meeting was scheduled for 9:30 a.m.

Members Present: Jan Arbuckle
 Susan Hoek
 Ed Scofield
 Jay Strauss
 Duane Strawser
 Jan Zabriskie

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

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

Pledge of Allegiance, Roll Call

CONSENT ITEMS

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

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

ACTION: Approved Consent Items by roll call vote
MOTION: Hoek / **SECOND:** Strawser
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

ACTION ITEMS

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

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

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

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

The READY Nevada County Extreme Climate Event Mobility and Adaptation Plan identifies climate-related weaknesses of the transportation system in Nevada County and provides actionable strategies for integration into transportation plans, transportation improvement programs, and emergency response plans for the region during extreme climate events (fire, flood, snow/ice, road closure, etc.). The Plan specifies that through adaptation planning, NCTC can identify how climate change is likely to impact NCTC's ability to achieve its mission, operate efficiently, and meet its policy and program objectives. By integrating climate change adaptation strategies into planning, NCTC can continue to ensure that resources are invested wisely, operations remain effective in current and future climate conditions, and the region is well positioned for any forthcoming regulations or incentives related to climate change.

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

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

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

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

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

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

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

INFORMATIONAL ITEMS

15. Correspondence

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

16. Executive Director's Report

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

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

NCTC staff, in coordination with the County Board of Supervisors Office and Nevada County Department of Public Works, submitted a federal earmark request in the amount of \$10 million necessary to fund the State Route (SR) 49 Corridor Improvement Project – Phase 1 & 2, for

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

The Rural Counties Task Force (RCTF) is an advisory body to the California Transportation Commission (CTC) and serves to ensure rural agencies remain engaged and have a unified voice when addressing state and federal transportation funding and policy decisions. A member of the CTC usually acts as liaison to the RCTF, and CTC and Caltrans staff typically attend these meetings to explain and discuss changing statewide transportation issues that may be of concern to the rural counties. At the May 20, 2022 RCTF meeting, Nephela Barrett, Executive Director of Mendocino Council of Governments was elected to serve as Chair, and NCTC's Deputy Executive Director, Aaron Hoyt, was elected to serve a two-year term as Vice Chair of the RCTF.

17. Project Status Report

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

COMMISSION ANNOUNCEMENTS:

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

ADJOURNMENT OF MEETING: The meeting was adjourned at 10:24 a.m.

Respectfully submitted by: 

Carol Lynn, Administrative Assistant

Approved on: 9/21/22

By: 

Ed Scofield, Chair
Nevada County Transportation Commission