

JAN ARBUCKLE – Grass Valley City Council, Vice Chair
SUSAN HOEK – Nevada County Board of Supervisors
ED SCOFIELD – Nevada County Board of Supervisors, Chair
JAY STRAUSS – Member-At-Large
DUANE STRAWSER – Nevada City City Council
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 May 18, 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, May 18, 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

PRESENTATION OF CERTIFICATE OF APPRECIATION

Chair Scofield presented a Certificate of Appreciation to Andrew Burton on the occasion of his retirement from his position as Commissioner on the Nevada County Transportation Commission. Chair Scofield highlighted some of Mr. Burton's many accomplishments during his tenure, saying he has been a longstanding advocate for seniors in our community, and for the protection of our natural areas. His leadership as Chair on the Commission was valuable in representing transportation needs throughout the county. Chair Scofield opened the floor for comments from Commissioners and staff, many of whom expressed their appreciation of Mr. Burton's leadership and dedication over the years.

PUBLIC COMMENT: There was no public comment.

CONSENT ITEMS

1. Adopt Resolution Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361)
Resolution 22-10
2. Financial Reports
February and March 2022
3. NCTC Minutes
March 4, 2022 and March 16, 2022 NCTC Meeting Minutes
4. Federal Transit Administration Section 5311 Federal Fiscal Years 2022 and 2023 Program of Projects
Resolution 22-11
5. Revised Findings of Apportionment for FY 2022/23
Resolution 22-12
6. Regional Surface Transportation Program (RSTP) Bid Targets for FY 2021/22
Approved the Bid Target table as a basis for allocation from the RSTP Fund for FY 2021/22.

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

ACTION ITEMS

7. Presentation: Triennial Performance Audits for Fiscal Years 2018/19, 2019/20, 2020/21
Resolution 22-13

Genevieve Evans from LSC Transportation Consultants gave her presentation on the Triennial Performance Audits for Fiscal Years 2018/19, 2019/20, 2020/21.

Genevieve Evans' presentation slides and presentation transcript can be viewed here:
<https://www.nctc.ca.gov/Reports/Performance-Audits/index.html>

ACTION: Approved Resolution 22-13 by roll call vote
MOTION: Strawser / **SECOND:** Hoek
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

8. Presentation: FY 2020/21 Fiscal and Compliance Audits
Resolution 22-14

Coley Delaney, CPA from The Pun Group gave his presentation on the FY 2020/21 Fiscal and Compliance Audits.

Coley Delaney's presentation slides and presentation transcript can be viewed here:

<https://www.nctc.ca.gov/Reports/Fiscal-Audits/index.html>

ACTION: Approved Resolution 22-14 by roll call vote
MOTION: Arbuckle / **SECOND:** Zabriskie
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

9. Presentation: Draft Ready Nevada County Extreme Climate Event Mobility and Adaptation Plan

Kendra Ramsey from GHD, Inc. gave her presentation on the Draft Ready Nevada County Extreme Climate Event Mobility and Adaptation Plan.

Kendra Ramsey's presentation slides and presentation transcript can be viewed here:

<https://www.nctc.ca.gov/Projects/Ready-Nevada-County/index.html>

10. Amendment 2 FY 2021/22 Overall Work Program
Resolution 22-15

Amendment 2 to the FY 2021/22 Overall Work Program is necessary to accurately reflect the associated budget increases with Work Element 2.2.1, the Regional Transportation Mitigation Fee Program Update, which was approved at our March meeting. A budget increase is also included for Work Element 2.1.1, the Regional Transportation Plan Update. On that project, a Request for Proposal was circulated but only received one proposal. After reaching out to consultants for feedback, the scope of work was clarified and the budget was increased, and an updated Request for Proposal was submitted.

ACTION: Approved Resolution 22-15 by roll call vote
MOTION: Strawser / **SECOND:** Arbuckle
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

11. Final FY 2022/23 Overall Work Program
Resolution 22-16

NCTC staff presented the Final FY 2022/23 Overall Work Program for approval by the Commission. The draft was presented at the March NCTC meeting and it was presented to all of the jurisdictions. The draft was approved by the jurisdictions with no significant comments.

Caltrans provides comments annually and we have incorporated and addressed those comments in this final OWP.

ACTION: Approved Resolution 22-16 by roll call vote
MOTION: Zabriskie / SECOND: Strawser
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

12. Congestion Mitigation and Air Quality Improvement Program Loan Resolution 22-17

A loan agreement with the Sacramento Area Council of Governments was approved to loan NCTC's unobligated CMAQ apportionment balance in the amount of \$3,986,804 in FFY 2021-22 to SACOG to be returned to NCTC in future years. This exchange benefits NCTC by accommodating project delays and expanding programming capacity for projects in the Federal Fiscal Year that repayment occurs. NCTC gets an annual apportionment of CMAQ funding. When those funds are loaned out and then repaid at a later date, that repayment becomes part of that current year programming capacity, which allows NCTC to program more than would be possible with a typical apportionment. It is also a benefit to SACOG by providing an additional apportionment allowing them to deliver additional projects in the current Federal Fiscal Year. The loan agreement is consistent with the procedures outlined in Caltrans' Obligational Authority Management Policy, and the CMAQ repayment and loan are implemented by Caltrans.

The approved projects need to show some emission reduction benefits for the CMAQ program, like roundabouts, pedestrian and bicycle improvements, replacement of transit vehicles, and replacement or retrofit of diesel engine vehicles. Projects planned in the near future with County of Nevada and City of Grass Valley include the Ridge Road and Rough and Ready Intersection Improvement, and the McCourtney Connection Sidewalk project.

ACTION: Approved Resolution 22-17 by roll call vote
MOTION: Arbuckle / SECOND: Hoek
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser, Zabriskie
NOES: None
ABSENT: None
ABSTAIN: None

INFORMATIONAL ITEMS

13. Correspondence

- A. Laima Ostitis, Grass Valley Charter School Pedestrian Safety Support Letter, File 71.0, 3/24/22.
- B. Reese Reshatoff, Grass Valley Charter School Pedestrian Safety Support Letter, File 71.0, 3/22/22.

NCTC staff received letters from students at Grass Valley Charter School advocating for pedestrian improvements. Two are included in the agenda packet, and at a later date 24 additional letters were received in the NCTC office. The letters focus on improving pedestrian safety. The letters will be provided to Kendra Ramsey with GHD Inc. who is assisting staff with updating the Active Transportation Program grant applications.

12. Executive Director's Report

Executive Director Woodman introduced NCTC's new Deputy Executive Director, Aaron Hoyt. Aaron comes to us from Placer County Transportation Planning Agency, and brings with him a breadth of experience and knowledge. Aaron expressed that it is a pleasure being on the team and hopes we can continue to work on some of the priorities for Nevada County.

NCTC staff has been coordinating with the Nevada County Board of Supervisor's Office and Nevada County Department of Public Works to submit federal earmark requests in the amount of \$10 million that would allow us to fund both Phase One and Phase Two of the State Route 49 Corridor Improvement Project on the same construction schedule. Those requests were sent to Congressman LaMalfa, Senator Alex Padilla, and Senator Dianne Feinstein, and staff is really appreciative of the support and efforts of the Nevada County Board of Supervisor's Office to assist with and coordinate those submittals.

Some questions were brought up at the last meeting on the Active Transportation Program Cycle Six. NCTC is working with the consultant firm GHD Inc. to update the applications from the previous cycle, which scored very high, just outside of the funding line. They are particularly looking at the sections that didn't receive full points, and making the appropriate adjustments. They are optimistic that both of these projects will be funded in Cycle Six.

A new chair was appointed in March to the North State Super Region (NSSR). Mike Woodman was chair from 2019 to 2022 and said it is a great group to be a part of. The North State Super Region was formed through a memorandum of agreement in 2010 between the sixteen Northern California regional transportation planning agencies, including two metropolitan planning organizations. The NSSR provides a unified voice when addressing state and federal policy and planning issues.

NCTC contracted with videographer Jeff Litton to prepare a video on the State Route 49 Corridor, highlighting the key concerns related to safety and evacuation, and documenting the importance of funding improvements in the corridor. This video will be used to advocate with our state and federal funding partners, and help provide a clear picture of the need for these improvements. The video was done in coordination with County of Nevada and key stakeholders, including the Citizens for Highway 49 Safety, fix49.org, the Nevada County Coalition of Firewise Communities, Cal Fire Nevada Yuba Placer unit, and the Nevada County Sheriff's office. The video can be viewed at the following link: <https://youtu.be/Fyzc-pgp1XY>. Chair Scofield commented that the video is exceptional and it will be helpful in pursuing funding, especially on the Highway 49 project.

13. Project Status Report:

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

Sam Vandell reviewed the May Caltrans District 3 Project Status Report. The Highway 49 Corridor project 4E170 has an updated description to better reflect the scope of the project, that includes northbound and southbound truck climbing lanes, 22-foot median with barrier, 10-foot shoulders, four right turn lanes at Crestview Drive, Smith Road, Bethel Church Way, and Wellswood Way, and two at-grade access-controlled roundabout intersections at Wellswood Way and Smith Road. The design

completion date is now spring of 2025, previously fall of 2025. The change of date is in anticipation of capturing potential funding through a STIP funding cycle that would allow construction to start in the fall of 2025, per the STIP funding cycle requirement. The 3H510 safety project is on that same corridor, basically a portion of 4E170, with the same design completion date.

There has been some delay in the right of way acquisitions for the 4H600 Safety Barrier project on SR 49 in Placer County, so construction has been adjusted to the spring of 2024, with a target completion date of summer of 2025.


At the last meeting there was a question about the water trough in the project area on Highway 20. The water trough, mostly for horses but for pedestrians and bicyclists as well, is being reestablished at the new realigned trail and will be done as part of the project. In answer to another question about the acceleration lanes at Wolf/Combie and Highway 49, the Caltrans Safety Team and Transportation Operations unit identified that they could update the striping to include the arrows on the pavement itself, but they will hold back on the signing feature per the California Manual on Uniform Traffic Control Devices that distinguishes between a regular lane drop and an auxiliary lane drop. They want to make sure there is a distinction there, but they will monitor it. They will look to install signage if there continues to be reported problems or issues with that location.

Addressing the plans for roundabouts on Highway 49, Caltrans staff would like to see how the roundabouts planned for the Placer 49 project are incorporated and what traffic patterns and issues there might be. They may be able to take advantage of what happens with those and potentially adjust, if need be, the plans for roundabouts on the Nevada 49 Corridor Improvement Project. They are working hard to capture funding to get this project going, at least Phase One and Phase Two, as it is a vital corridor to the community.

COMMISSION ANNOUNCEMENTS:

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be July 20, 2022 at 9:30 a.m.

ADJOURNMENT OF MEETING: The meeting was adjourned at 11:17 a.m.

Respectfully submitted by: 

Carol Lynn, Administrative Assistant

Approved on: 7/20/2022

By: 

Ed Scofield, Chair
Nevada County Transportation Commission



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MINUTES OF NCTC SPECIAL MEETING June 29, 2022

An online special 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, June 29, 2022, via Zoom. Notice of the meeting was posted 24 hours in advance. The meeting was scheduled for 9:30 a.m.

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

Members Absent: 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

PUBLIC COMMENT: There was no public comment.

CONSENT ITEMS

1. Adopt Resolution Making Findings and Determinations Authorizing Virtual Teleconference Meetings under Government Code Section 54953(e) (AB 361)
Resolution 22-18

ACTION: Approved Consent Items by roll call vote

MOTION: Arbuckle / **SECOND:** Strauss

AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser

NOES: None

ABSENT: Zabriskie

ABSTAIN: None

ACTION ITEMS


2. Revised TDA Allocation Request from the Town of Truckee
Resolution 22-19

The Town of Truckee requested an increase in their Local Transportation Fund (LTF) allocation of \$112,199 for Fiscal Year 2021/22 to cover an operating deficit that was identified in the Fiscal and Compliance Audit for FY 2020/21. LTF funding is generated from a quarter cent of the statewide sales tax that gets returned to the county of the source of generation for the funding of public transportation under the Transportation Development Act. It is common for the transit operators to experience either an operating deficit or unearned revenue, due to fluctuation of costs for transit services, like fuel or insurance, and especially during the disruptions of service due to the pandemic. The Town took this item to the Town Council on June 14th in which they also amended their transit budgeted revenue and expenses for FY 2021/22. Upon approval, NCTC staff will issue payment to the Town of Truckee for \$112,199 from the Town's six-month operating reserve held by NCTC.

ACTION: Approved Resolution 22-19 by roll call vote
MOTION: Arbuckle / **SECOND:** Hoek
AYES: Arbuckle, Hoek, Scofield, Strauss, Strawser
NOES: None
ABSENT: Zabriskie
ABSTAIN: None

SCHEDULE FOR NEXT MEETING: The next regularly scheduled meeting of the NCTC will be July 20, 2022 at 9:30 a.m.

ADJOURNMENT OF MEETING: The meeting was adjourned at 9:52 a.m.

Respectfully submitted by: 
Carol Lynn, Administrative Assistant

Approved on: 7/20/2022

By: 
Ed Scofield, Chair
Nevada County Transportation Commission