

DANIELA FERNANDEZ – Nevada City City Council  
SUSAN HOEK – Nevada County Board of Supervisors  
TOM IVY – Grass Valley City Council, Vice Chair  
ED SCOFIELD – Nevada County Board of Supervisors, Chair  
JAY STRAUSS – Member-At-Large  
DUANE STRAWSER – 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 May 17, 2023

A regular meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, May 17, 2023 in the Grass Valley City Hall Council Chambers, 125 E. Main Street, Grass Valley, California. Notice of the meeting was posted 72 hours in advance and was scheduled for 9:45 a.m.

Members Present: Daniela Fernandez  
Tom Ivy  
Ed Scofield  
Jay Strauss  
Duane Strawser

Members Absent: Susan Hoek  
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 9:45 a.m.

Pledge of Allegiance, Roll Call

PUBLIC COMMENT: Harry Scott Boggs made a comment concerning the safety of electric scooters on the Nevada County Connects buses. He was advised that he may want to provide comment at the next Transit Services Commission meeting.

### CONSENT ITEMS

1. Financial Reports  
February and March 2023
2. NCTC Minutes  
March 20, 2023 NCTC Meeting Minutes

3. Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) Bid Targets  
Approved the CRRSAA Bid Targets table for FFY 20/21
4. Revised Findings of Apportionment for FY 2023/24  
Resolution 23-07
5. Regional Surface Transportation Program (RSTP) Bid Targets for FY 2022/23  
Approve the Bid Target table as a basis for allocation from the RSTP Fund for FY 2022/23
6. Vehicle Miles Traveled Screening Tool Update  
Authorized the Executive Director to execute the Work Order with Fehr & Peers

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

### **ACTION ITEMS**

7. Final FY 2023/24 Overall Work Program  
Resolution 23-08

NCTC staff prepared the Final FY 2023/24 Overall Work Program that addresses the comments that were submitted by Caltrans, and incorporates an additional planning project to update the Nevada County Local Road Safety Plan at the request of the Nevada County Department of Public Works.

There was discussion on how the work of NCTC and its transportation planning efforts can be more accessible to the public. NCTC encourages public input in the development of the Regional Transportation Plan through public meetings, surveys, workshops, and outreach at public street fair events. There is a mix of in-person meetings and Zoom workshops to try to get as much public involvement as possible. In order to communicate NCTC's efforts and objectives to the public more effectively, it may be helpful to summarize the key projects out of the Overall Work Program document in an effort to give quick access to the projects and long-term goals that NCTC is currently working on.

**ACTION:** Approved Resolution 23-08 by roll call vote  
**MOTION:** Strawser / **SECOND:** Fernandez  
**AYES:** Fernandez, Ivy, Scofield, Strauss, Strawser  
**NOES:** None  
**ABSENT:** Hoek, Zabriskie  
**ABSTAIN:** None

8. Professional Services Agreement for Auditor-Controller Services  
Resolution 23-09

NCTC contracts with the Nevada County Auditor-Controller's office for accounting services to administer the funds held by NCTC on behalf of the local jurisdictions. The previous agreement from 1999 with the Nevada County Auditor-Controller was out of date and did not reference funding sources that have been added. The new agreement developed in coordination with the County has an updated not to exceed amount based on the associated charges that are current with the County auditors.

**ACTION: Approved Resolution 23-09 by roll call vote**  
**MOTION: Strawser / SECOND: Strauss**  
**AYES: Fernandez, Ivy, Scofield, Strauss, Strawser**  
**NOES: None**  
**ABSENT: Hoek, Zabriskie**  
**ABSTAIN: None**

9. Presentation: FY 2021/22 Fiscal and Compliance Audits  
Resolution 23-10

Coley Delaney, CPA from The Pun Group gave a presentation on the FY 2021/22 Fiscal and Compliance Audits. For the entities and programs covered in this audit for NCTC and the TDA funds for the local jurisdictions, the audit results found that financial statements are fairly presented in all material respects, significant accounting policies have been consistently applied, estimates are reasonable, disclosures are properly reflected in the financial statements, there are no disagreements with management, no accounting issues, accounting principles are consistently applied, and no material irregularities were discovered. No non-compliance was noted other than one finding for Nevada County Transit involving a prior period adjustment of Cares Act funding.

Coley Delaney's presentation can be viewed here:

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

**ACTION: Approved Resolution 23-10 by roll call vote**  
**MOTION: Fernandez / SECOND: Ivy**  
**AYES: Fernandez, Ivy, Scofield, Strauss, Strawser**  
**NOES: None**  
**ABSENT: Hoek, Zabriskie**  
**ABSTAIN: None**

10. Revised TDA Allocation Request from the Town of Truckee  
Resolution 23-11

NCTC staff at the request of the Town of Truckee has prepared a revised allocation for the Town's FY 2022/23 Transportation Development Act claim for transit and paratransit services. The revised claim will allocate additional funding from the Town's six-month transit operating reserve to address a transit operating deficit that was identified as part of the FY 2021/22 Fiscal and Compliance Audits. The Town of Truckee has made the necessary budget adjustments and has met the NCTC requirements. The Town had more operating costs such as fuel increases and higher demand for the Dial-a-Ride service than they originally had budgeted, exceeding the amount they initially estimated for state funding.

Town of Truckee Transit Manager Alfred Knotts reported that this year more passengers are benefiting from the Fixed Route, Dial-a-Ride and TART Connect Services the Town provides, up to as much as a 150% increase in transit ridership. The Fixed Route is fare free, their complimentary ADA service is fare free, the TART Connect Service is fare free, and their Dial-a-Ride service is \$6 per passenger trip but free for seniors. They are doing some reevaluating to see if the whole system could be fare free.

**ACTION: Approved Resolution 23-11 by roll call vote**  
**MOTION: Strawser / SECOND: Fernandez**  
**AYES: Fernandez, Ivy, Scofield, Strauss, Strawser**  
**NOES: None**  
**ABSENT: Hoek, Zabriskie**  
**ABSTAIN: None**

11. Presentation: Regional Transportation Mitigation Fee Program Update  
Provide comments

Don Hubbard and Rosanna Southern from GHD Inc. gave a presentation on the Regional Transportation Mitigation Fee Program Update. The Nexus Study will come back to the commission for approval at the July 19, 2023 meeting.

GHD's presentation can be viewed here:

<https://www.nctc.ca.gov/Reports/Regional-Transportation-Mitigation-Fee-RTMF/index.html>

12. Presentation: Draft Regional Transportation Plan Goals, Policies, and Objectives  
Provide comments

Deputy Executive Director Aaron Hoyt gave a presentation on the Draft Regional Transportation Plan Goals, Policies, and Objectives. The goal of ensuring that the transportation planning participation process includes underrepresented and underserved groups was highlighted and appreciated.

Aaron Hoyt's presentation can be viewed here:

<https://www.nctc.ca.gov/Reports/Regional-Transportation-Plan/index.html>

## **INFORMATIONAL ITEMS**

13. Correspondence
- A. Mike Woodman, Executive Director, Nevada County Transportation Commission, Draft 2023 State Highway System Management Plan: Climate and Adaptation and Resilience, File 260.0, 3/8/2023
  - B. Malia M. Cohen, California State Controller, Fiscal Year 2022-23 Second Quarter State of Good Repair Program Allocation, File 370.2.1, 3/6/2023
  - C. Malia M. Cohen, California State Controller, Fiscal Year 2022-23 Second Quarter State Transit Assistance Allocation, File 1370.0, 3/6/2023

Executive Director Woodman highlighted the comment letter submitted to Caltrans and the California Transportation Commission regarding the concerns in relation to the Draft 2023 State Highway System Management Plan and the proposal within that plan to spend the entire \$1.7 billion of Climate Adaptation and Resilience Program funding to address only sea level rise. Staff continues to advocate for equity across the state in relation to that funding and the critical needs related to climate change, the increased temperatures, the severity of wildfires and flooding, and the need to do evacuation improvements.

Staff continues to engage in discussions with Caltrans headquarters and with our legislative representatives. NCTC's Deputy Executive Director Aaron Hoyt attended the California Transportation Commission meeting in Los Angeles last month and provided comments on this issue, and will be providing additional comments at the California Transportation Commission meeting virtually later this afternoon. Staff continues to stay engaged in this issue and hopefully, in the final plan there will be some additional funding for inland counties across the state and funding for the State Route 49 corridor for planned evacuation improvements.

#### 14. Executive Director's Report

In April, NCTC's Executive Director and Deputy Executive Director attended the California Transportation Commission town hall meeting and gave a presentation on the preliminary findings of the Rural Induced Demand Study. It was well received by the commissioners and staff. Subsequently, a California Transportation Commission staff member has been added to the Project Advisory Committee, as well as a representative from Caltrans headquarters' Department of Sustainability. We want to make sure we have all of our state partners engaged in this effort as we move forward. The findings from that study will generate a lot of discussion of how the VMT policy has been applied in rural areas and how it should be applied moving forward.

Executive Director Woodman also attended a UCLA Engineering Research Center workshop in Los Angeles and participated as a panel member to discuss infrastructure needs in relation to wildfire research. The UCLA Engineering Research team submitted a proposal for funding to the National Science Foundation to establish an Engineering Research Center focused on conducting research on all aspects of wildfire resilience. The National Science Foundation is going to establish six research centers throughout the country. If the UCLA Engineering Research team proposal is successfully awarded, they will receive \$26 million for the research center and Nevada County would be the first testbed region where they would be looking at conducting wildfire research and evacuation modeling. The products that are developed as part of this effort could then be available and used by other counties and regions across the state. It is anticipated that the National Science Foundation will announce the successful applicants by October of 2023. Please view the UCLA Community Pyro-Resilience, Equitability, and Sustainability (CyPRES) Engineering Research Center PowerPoint presentation on our website, <https://www.nctc.ca.gov/News/NCTC-Newsletter/index.html>

#### 15. Caltrans Project Status Report: Sam Vandell, Caltrans District 3 Project Manager for Nevada County.

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

The work on the Omega Curve Correction is starting up again with some one-way traffic control, anticipating completion this season.

The Gold Nugget project involves some grinding and removal of the top layer asphalt and some drainage. That project will go out for bid this summer and will start next summer in 2024. Another similar project with the pavement and culverts that is finishing planning and environmental next spring is the Nev 20 CAPM project on Highway 20.

On Highway 49, the Placer County safety barrier with roundabouts, the design is being finalized this summer with anticipation of going to construction in spring of 2024.

On Highway 80 they have the Yuba Pass Separation Overhead Bridge Replacement projects. The design is wrapping up this summer with anticipated construction to be next year in 2024. The Soda Pavement Repair project on Highway 80 just completed design with the advertisement and wrap-up to be this fall, construction in the 2024 season. The Safety Improvements on Highway 80 have just completed design and environmental, expected construction this summer.

A new project is the Drum Bay Drainage Restoration that is rehabbing several drainage elements and some traffic management system elements. The environmental process will be wrapped up this summer and design wrapping up in the fall of 2024 with construction in 2025.

Another new project is the Donner Summit Rest Area Restoration, rehabilitating the existing irrigation and sewer system to extend the service life and minimize maintenance costs. Target completion for that is summer 2028.


The Highway 174 Safety Improvement Project has been completed, and the Relinquishment on Highway 174 in Grass Valley has been completed as well.

There was a public comment on the Caltrans Project Status Report. Alfred Knotts, Transit Manager for Town of Truckee, said he had virtually attended the CTC meeting Mike just mentioned where Aaron presented, and on behalf of the Town he would like to express their appreciation for the presence of Aaron and his thoughtful comments. They did seem to resonate with the Commission and the concerns raised would not have been on their radar if not for Mike and Aaron and the NCTC team.

COMMISSION ANNOUNCEMENTS: There were no commission announcements.

SCHEDULE FOR NEXT MEETING: The next regular meeting of the NCTC has been scheduled for July 19, 2023 at 9:45 a.m. at the Grass Valley City Council Chambers.

ADJOURNMENT OF MEETING: The meeting was adjourned at 11:55 a.m.

Respectfully submitted by:   
Carol Lynn, Administrative Assistant

Approved on: July 19, 2023

By:   
Ed Scofield, Chair  
Nevada County Transportation Commission