

LOU CECI – 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 March 20, 2024

A regular meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, March 20, 2024 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 10:00 a.m.

Members Present: Lou Ceci  
Susan Hoek  
Tom Ivy  
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 10:00 a.m.

Pledge of Allegiance, Roll Call

**PUBLIC COMMENT:** Josh, a high school student with the Nevada County Sunrise Movement, a youth-led environmentalist organization, made a request that public transit be made more affordable or free for minors, to give people who don't have a car or a bike a safe, accessible and affordable way to get around. He provided his email upon request to share with the Nevada County Transit manager: [nevadacountysunrise@gmail.com](mailto:nevadacountysunrise@gmail.com).

### CONSENT ITEMS

1. Financial Reports  
January 2024
2. NCTC Minutes  
January 24, 2024 NCTC Meeting Minutes

3. Revised Findings of Apportionment for FY 2023/24 and Preliminary Findings of Apportionment for FY 2024/25  
Resolution 24-03 and 24-04
4. Transit Development Act Revised Allocation for Nevada County  
Resolution 24-05
5. Transit Development Act Revised Allocation for Grass Valley  
Resolution 24-06
6. Transit Development Act Revised Allocation for Nevada City  
Resolution 24-07
7. Transit Development Act Revised Allocation for Town of Truckee  
Resolution 24-08
8. Rescind Balance of Regional Surface Transportation Program Allocation from County of Nevada Donner Pass Road Improvement Project and Reallocate Funds to County of Nevada General Maintenance  
Resolution 24-09
9. State Transit Assistance Preliminary Apportionments for FY 2024/25  
Approved the apportionment table as a basis for allocation from the State Transit Assistance Fund for FY 2024/25.
10. Amendment 2 to the Professional Services Agreement to Develop a Rural Induced Demand Study  
Resolution 24-10

**ACTION:** Approved Consent Items by roll call vote

**MOTION:** Strawser / **SECOND:** Strauss

**AYES:** Ceci, Hoek, Ivy, Strauss, Strawser, Zabriskie, Scofield

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

### **ACTION ITEMS**

11. Regional Transportation Mitigation Fee Program 2023 Nexus Study Update Final Report – 2024 Revision and Annual Inflation Adjustment  
Resolution 24-11

NCTC Deputy Executive Director Aaron Hoyt reviewed the Regional Transportation Mitigation Fee (RTMF) program, the 2023 Nexus Study Update final report and the 2024 Revision addressing an error in the calculation for residential fees, and the Annual RTMF Inflation Adjustment.

The enactment of Assembly Bill 602 required all new and updated fee programs to look at residential fees based on the size or square footage of the homes, which departed from the previous divisions of single-family, multifamily, mobile home, and senior-type homes. The 2023 program categorizes the

housing units into small, less than 1,500 square feet in size; medium, 1,500 to 2,500 square feet; and large, greater than 2,500 square feet. This was in an effort to reduce the burden of fees on small units and affordable housing.

The annual RTMF inflationary adjustment allows for keeping pace with construction costs indexes. Inflation and other costs continue to go up and adjusting these on an annual basis helps to ensure that when a project is constructed, the commensurate amount of fees will have been collected to deliver that project.

**ACTION: Approved Resolution 24-11 by roll call vote**  
**MOTION: Ivy / SECOND: Strawser**  
**AYES: Ceci, Hoek, Ivy, Strauss, Strawser, Zabriskie, Scofield**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

12. Amendment 2 to the FY 2023/24 Overall Work Program  
Resolution 24-12

Executive Director Mike Woodman gave a presentation on Amendment 2 to the FY 2023/24 Overall Work Program. This budget amendment added revenues for two grant funds received by NCTC. A \$120,000 Rural Planning Assistance grant was awarded for a planning study requested by Nevada City to analyze opportunities to improve bicycle and pedestrian mobility within the Zion Street corridor, as well as improve access to the schools within the corridor, from the Ridge Road and Zion Street intersection to the Sacramento Street Bridge. NCTC also received an additional \$50,000 from the Rural Counties Task Force to increase the budget of the Rural Induced Demand Study project that NCTC is managing on their behalf, for additional outreach with regional, state, and federal agencies due to increased interest in the study. NCTC will plan presentations and engagement with other interested agencies when the draft study is completed.

**ACTION: Approved Resolution 24-12 by roll call vote**  
**MOTION: Strawser / SECOND: Strauss**  
**AYES: Ceci, Hoek, Ivy, Strauss, Strawser, Zabriskie, Scofield**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

13. Draft FY 2024/25 Overall Work Program  
Comments Provided

Executive Director Mike Woodman gave a presentation on the Draft FY 2024/25 Overall Work Program. Regional Transportation Planning Agencies are required by the State of California to annually prepare an Overall Work Program that describes the planning activities to be accomplished, and details the budgeted revenue and expenditures. The Final FY 2024/25 OWP incorporating any comments received will be presented for approval at the May NCTC meeting.

Planning funds were budgeted to assist the local jurisdictions in applying for future cycles of Active Transportation Program grants. Nevada County and Grass Valley are pursuing projects to extend the

Wolf Creek Trail, Nevada County is considering a roundabout improvement at Ridge Road and Adams Street, and Nevada City may apply for funding in future cycles for improvements identified in the Zion Street Mobility/School Access study. The budgeted funds would allow NCTC staff to bring in a consultant to assist the jurisdictions to ensure that they have the most competitive application in those future Active Transportation Program grant cycles.

Also reflected in the budget is NCTC's Deputy Executive Director Aaron Hoyt will be assuming the role of chair of the California Rural Counties Task Force, and staff is excited to have Aaron in that role leading the state.

## **INFORMATIONAL ITEMS**

### 14. Correspondence

- A. California Transportation Commission, Highlights of the 2023 Annual Report to the California Legislature, File 370.0, 1/25/24.
- B. Malia M. Cohen, California State Controller, Fiscal Year 2023-24 Second Quarter State of Good Repair Program Allocation, File 370.2.1, 1/30/2024.
- C. Malia M. Cohen, California State Controller, Fiscal Year 2023-24 Second Quarter State Transit Assistance Allocation, File 1370.0, 1/30/2024.
- D. Malia M. Cohen, California State Controller, Fiscal Year 2024-25 State of Good Repair Program Allocation Preliminary Estimate, File 370.2.1, 1/31/24.

### 15. Executive Director's Report

Executive Director Mike Woodman gave an overview of his report. Mr. Woodman along with Caltrans District 3 Project Manager Sam Vandell participated in a community forum event on March 15th at Sierra College. The focus of the community forum was to provide information on upcoming projects, including the State Route (SR) 49 project between the McKnight Way Interchange and La Barr Meadows Road, the SR 49 shoulder and center two lane project between Ponderosa Pines Way and Wolf Road/Combie Road, the SR 49 roundabout medium barrier projects in Placer County, and the Active Transportation Program funded projects in downtown Grass Valley and improvements in the SR 49 corridor from Coyote Street to the Juvenile Hall. The event was well attended with about 60 people participating, and it was a pleasure to work with Brian Hamilton who moderated the session. The forum was well received and a great opportunity to get information out to the public.

### 16. Project Status Reports

- A. Caltrans Project Report: Sam Vandell, Caltrans District 3 Project Manager, Nevada County.

Caltrans District 3 Project Manager Sam Vandell reviewed the March Caltrans Project Status Report. There is a maintenance project on Highway 20 to grind and replace the top layer of asphalt, update ADA facilities and roadside planting and irrigation, and some Maintenance Vehicle Pullouts. This project has been awarded and should start this spring.

The concrete median barrier with roundabouts project on Highway 49 in Placer County went out to bid and was awarded. Utility relocations will hopefully be completed by August, and earth moving operations will start August or September this season.

On the Highway 20 Omega Curve Correction project, they are issuing an emergency contract to address the material sliding issues. The complexity will be where the excess material can be taken and if they can use it at one of the locations of the curve realignment, maybe further east of the White Cloud location. The slough off material was from when they did the cuts there. They ran into a historic riverbed or stream channel that had deposited some very soft silty material; with the rains, that material slid down the hillside. They were able to put K-rail up to ensure that the material did not slough off into the roadway and interrupt traffic flow. They should be able to begin that work within the next couple months as the weather gets better.

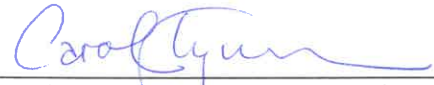
There was a request to place merge arrows on Highway 49 southbound at the on and off ramps at the Wolf Road/Combie Road intersection. Traffic cameras were requested at Higgins Corner and at the junction of Highways 49 and 80 near In-N-Out Burger in Auburn, to get more accurate reports of the traffic conditions in those areas so that people would be able to visually see where the backups are.

There was a request to add a sidewalk and expand shoulders on Alta Street to improve access to nearby parks and trails. It was suggested that a project like that could be incorporated into the county's application for an Active Transportation Program grant for funding.

COMMISSION ANNOUNCEMENTS: There were no commission announcements.

SCHEDULE FOR NEXT MEETING: The next regular meeting of the NCTC has been scheduled for May 15, 2024 at 10:00 a.m. at the Grass Valley City Council Chambers.

ADJOURNMENT OF MEETING: The meeting was adjourned at 11:34 a.m.

Respectfully submitted by:   
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Carol Lynn, Administrative Assistant

Approved on: May 15, 2024

By:   
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Ed Scofield, Chair  
Nevada County Transportation Commission