



NEVADA COUNTY TRANSPORTATION COMMISSION

Grass Valley • Nevada City • Nevada County • Truckee

MINUTES OF SPECIAL MEETING February 18, 2015

A Special Meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, February 18, 2015 in the Nevada County Board of Supervisors Chambers, 950 Maidu Avenue, Nevada City, California. The meeting was scheduled for 8:30 a.m.

Members Present: Terri Andersen, Nate Beason, Ann Guerra, Larry Jostes, and Ed Scofield

Members Absent: Carolyn Wallace Dee and Jason Fouyer

Staff Present: Daniel Landon, Executive Director; Mike Woodman, Transportation Planner; Nancy Holman, Administrative Services Officer; Toni Perry, Administrative Assistant

Standing Orders: Chairman Jostes convened the Nevada County Transportation Commission meeting at 8:30 a.m.

Pledge of Allegiance

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

1. Approval of Contract to Prepare the Regional Transportation Mitigation Fee Update

Executive Director Landon noted that Commissioner Beason was the only sitting Commissioner that was on NCTC when the last update of the Regional Transportation Mitigation Fee (RTMF) occurred. He reported that the RTMF Program includes a list of projects that are anticipated to be needed over the next twenty years. They are identified through the use of the Regional Traffic Model. He said once those projects and their costs are identified, an allocation method is developed so when new development occurs, the impact that new development has toward those projects is offset by payment of a fee. Executive Director Landon said those fees are collected through a joint agreement with the City of Grass Valley, Nevada City, and Nevada County. The program was first adopted in 2001 and was updated in 2008; this is the second update since the program was adopted.

With regard to the proposed contract with Parsons Brinckerhoff, Inc., Executive Director Landon stated the proposal cost was more than the planned budget. He explained when he developed the original budget of \$60,000 for the update, he looked back at the 2008 costs for the update, which

was done by three firms working together. Parsons Brinckerhoff, Inc. did the administrative and writing side of the project; Mark Thomas, a civil engineering firm, developed the cost estimates for the projects; and Fehr & Peers did the modeling work, identified the deficiencies for the future, and then set up and identified the projects that would be needed in the Capital Improvement Program. Executive Director Landon reported that the total cost for all three firms to complete the update in 2008 was \$133,000. He said the administrative portion with Parsons Brinckerhoff, Inc. was around \$80,000. When he first set up the budget for this update, he considered Fehr & Peers current update of the Traffic Model, so that was well covered. There were the old project cost estimates and they did not have to be completely redone; the costs just need to be updated with current unit costs. This was his thinking for setting the update budget at \$60,000, with the idea that savings would be generated from the previous work done in 2008. Executive Director Landon reported when the proposals came in, due to the significant change in demographics and the assumptions that went into the model, there would need to be significant work in the development of projects and insure that they were still needed. He said the cost estimate will also need to be updated, but it is fairly minor. The previous cost of administrative work was \$80,000, they budgeted \$60,000 this time, and the cost proposal came in at \$58,000 for the administrative update. The cost estimate for the projects when they were originally done was about \$22,000, and the cost proposal this time is about \$8,200, which is a significant reduction. Executive Director Landon stated the modeling and network identification part of the project in 2008 cost almost \$32,000, and the cost proposal this time is \$25,700, which is about a 30% reduction from the 2008 costs; it just was not as big a reduction as he had anticipated. He said the total cost he is asking the Commission to approve is \$92,518. He added that all of the work will be done by one firm this time, which is Parsons Brinckerhoff, Inc.

Commissioner Scofield asked for a clarification of the City of Grass Valley and Nevada County's involvement in the update. Executive Director Landon replied that three separate Requests for Qualifications were put out at the same time, and the qualifying firms were interviewed jointly. The City of Grass Valley and Nevada County are each updating their own local fee programs at the same time NCTC is updating the regional RTMF Program. One firm will be doing all three projects, which will provide some cost savings in the administrative side of the update. He said there is significant work being done for each jurisdiction and they have separate contracts with Parsons Brinckerhoff, Inc. Commissioner Scofield clarified that the Grass Valley and Nevada County work is not tied to the NCTC contract. Executive Director Landon replied the work is not tied to NCTC's contract.

Commissioner Beason asked if NCTC is required to update the RTMF every five years. Executive Director Landon replied that the Mitigation Fee Act, which contain the controlling statutes, requires that the RTMF Program be updated every five years. Commissioner Beason said he thought he could predict what the development is going to be in the next five years, with a lot of entitled property, and unless that breaks out, the county will be continuing along the same shallow activity that is being experienced now.

Chairman Jostes asked if the change in demographics that was mentioned earlier pertained to not seeing the same growth patterns that were predicted in 2008 and earlier. Executive Director Landon replied yes. He said the modeling that was done for the 2030 scenario six years ago, if you were to look at it in terms of the current growth rate, would probably be a 2050 scenario. He said the 2035 scenario that was recently developed is significantly less than the previous one, and he thought that would necessitate some projects being identified as not needed in the time period and they may be taken out of the program. Executive Director Landon noted there may be other projects that will need additional funds. He said the Dorsey Drive Interchange, for example, and the Loma Rica/Brunswick Road intersection will be done largely with funds outside of the

RTMF Program; that factor will also have an impact on the total costs in the Capital Improvement Program.

Commissioner Beason asked if there is future development, with a nexus to Dorsey Drive, will some of that developer funding flow back into the RTMF. Executive Director Landon replied, to the extent that Dorsey Drive stays in the program, yes it will. Commissioner Beason said he thought development was to pay for one-third of Dorsey Drive. Executive Director Landon replied that is what is stated in the current program. Commissioner Beason said that money needs to be found somewhere; the remaining amount of it. He said NCTC put a lot of State Transportation Improvement Program (STIP) funds in the Dorsey Drive project to cover the shortfall. Executive Director Landon said about \$11 million of STIP funds and about \$4.5 million of RDA (Redevelopment Agency) funds were used on the Dorsey Drive Interchange project. He added that is what the RTMF update is about; to figure out where Dorsey Drive now fits into the program and how much is needed. Commissioner Beason said one of the problems Nevada County has had with RTMF is that they did not start the program until 2001, so they are now playing catch-up.

Commissioner Scofield asked if there were any other options than the one proposed from the original \$60,000 projected cost to the actual \$92,500 cost. Executive Director Landon replied when he created the budget at \$60,000, he was anticipating a significantly lower level of work, but all of the proposals that came in included the same level of work that Parsons Brinckerhoff, Inc. proposed. He said, based on their interviews, the jurisdictions and NCTC staff all agreed that Parsons Brinckerhoff was the top firm.

Commissioner Scofield made a motion to adopt Resolution 15-06 authorizing the Chairman to execute the contract between NCTC and Parsons Brinckerhoff, Inc. to prepare the update to the Western Nevada County Regional Transportation Mitigation Fee Program, with an amount not to exceed \$92,518; and authorize staff to increase the FY 2014/15 Overall Work Program budget by \$92,518 for the consultant in Work Element 2.2.1. Commissioner Andersen seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Beason, Guerra, Jostes, and Scofield. (Commissioners Dee and Fouyer were absent.)

2. Multi-Year Congestion Mitigation and Air Quality (CMAQ) Improvement Program Adjustments

Michael Woodman, Transportation Planner, said in response to NCTC's call for CMAQ projects for Federal Fiscal Year (FFY) 2014/15 and FFY 2015/16, staff received requests to program two new projects, and also received requests to make adjustments to previously approved projects. He gave a brief overview of projects listed on the spreadsheet attached to Resolution 15-07 that depicted the recommended adjustments.

Transportation Planner Woodman said the first new project submitted was the Nevada City Highway Sidewalk Extension project that proposes to construct a sidewalk from Banner Lava Cap Road to Skewes Lane, which connects to the existing sidewalk at Grass Valley Florist in the Brunswick Basin. He said once this project is completed, there will be a continuous sidewalk from Nevada City, through the unincorporated portion of the county, and into Grass Valley. It is recommended that the Preliminary Engineering phase of the project be programmed in FFY 2014/15 and Construction is to be programmed in FFY 2015/16.

Mr. Woodman reported that the second new project submitted was the Northeast Grass Valley Sidewalk Improvement project that proposes to construct sidewalks in various locations in

northeast Grass Valley to close existing gaps and improve connectivity. He said both the Preliminary Engineering and Construction phases are recommended for funding in FFY 2014/15.

Adjustments to the previously approved projects were requested by Nevada City and Nevada County. Transportation Planner Woodman said Nevada City requested the Adams Street Sidewalk project construction be moved from FFY 2014/15 out one year to FFY 2015/16. Nevada City also requested that the Preliminary Engineering phase of the Railroad Avenue Sidewalk project be moved from FFY 2014/15 out to FFY 2015/16. He said Nevada County requested additional Right-of-Way (R/W) funding for the Newtown Road Class II/III Bike Lane project, in the amount of \$183,302, that is needed to offset increases in the R/W costs they experienced. Also, due to delays in the R/W process, Nevada County requested that the construction phase of the Newtown Road Class II/III Bike Lane project be moved from FFY 2014/15 out to FFY 2016/17. Mr. Woodman reported that Nevada County intends to advance the delivery of the Construction phase into FFY 2015/16 once the R/W is complete. He said there is a special Caltrans delivery process that allows them to program in an outer year and advance the project. NCTC has a carryover apportionment balance of CMAQ funds from different project savings over the years that have accumulated, and by advancing the project, this allows them to tap into and fund the project with that carryover balance. He said it is really the only way to get to the carryover balance.

Transportation Planner Woodman reported that the Technical Advisory Committee (TAC) met and reviewed the proposed program adjustments on February 9th, and the TAC recommended approval of the projects, as shown in the attachment to Resolution 15-07. He said the TAC also indicated they would like to continue to take advantage of Caltrans' toll credit use policy, which permits the increase of the federal share of CMAQ funds on projects up to 100%, thereby alleviating the need for local matching funds. He said if the multi-year program is approved as recommended, FFY 2014/15 will be fully programmed, and in FFY 2015/16 there will be \$180,056 of remaining programming capacity available for additional projects. Mr. Woodman said NCTC staff intends to issue a call for projects for the remaining funds and will bring a recommendation to the Commission for consideration at the May 20th meeting. Mr. Woodman recommended approval of Resolution 15-07, and he offered to answer any questions.

Commissioner Beason asked if most of the changes were being made at the request of Nevada City and if they were the same projects with different sequence times. Transportation Planner Woodman replied that the proposal includes two new projects and adjustments to existing projects due to a request by Nevada City and Nevada County.

Chairman Jostes asked if the use of CMAQ funds could ever get to a point where projects can be targeted beyond the sidewalks and bicycle paths; not that sidewalks and bicycle paths are unimportant. He wondered if a vehicle traffic congestion issue could be mitigated with these funds, or if the pieces each fiscal year are so small that you cannot really attack any major traffic congestion issue. Transportation Planner Woodman replied that it would depend on the size of the project, but it could end up being a piece of the funding components that add up to the total project costs. He said for CMAQ funding, in terms of congestion mitigation, the only projects that are really eligible are turn-lane improvements, roundabouts, and synchronized signals. He said you could take a larger project and request to pay for a portion of the project with CMAQ funds, but it would most likely not cover the cost of the entire project. Mr. Woodman said to pay for a larger project you would have to borrow funds from another Regional Transportation Planning Agency that receives CMAQ funds and promise to pay them back in the future.

Chairman Beason said when the Dorsey Drive Interchange was built, he thought NCTC allocated some CMAQ funds toward the project. Therefore, he thought CMAQ funds could be used on an improvement project like that if you can show whatever the metrics are for carbon reduction. Mr. Woodman said that was true, and on the Dorsey Drive project the sidewalk portion, bike lanes, and signal synchronization components were included in the CMAQ program. He added if other projects have eligible components, the Commission could consider funding those portions. Commissioner Beason commented if there were an intersection project with shoulder and sidewalk improvements, then CMAQ funds could be used. Mr. Woodman agreed.

Chairman Jostes asked who determines whether or not a particular piece of work falls under the definition of CMAQ funding. Transportation Planner Woodman replied that Caltrans and ultimately the Federal Highway Administration (FHWA) determine if a project qualifies. He said once NCTC approves the CMAQ projects, he submits them to Caltrans for programming in the Federal Statewide Transportation Improvement Program, and at that point, if Caltrans thought something was not eligible, they would raise the question and forward it to FHWA for clarification. Mr. Woodman said NCTC staff is very cautious about making sure they only request funding for eligible projects.

Commissioner Guerra commented that it was very exciting to see the network of sidewalks that have resulted from CMAQ funding, since for a long time there was no safe pedestrian access throughout Grass Valley and Nevada City. She thought it was wonderful that now the sidewalk systems are being connected from both towns. Commissioner Beason said he thought the new sidewalk project on Nevada City Highway completes the final missing portion of sidewalk in Nevada City to connect to the sidewalk in Grass Valley, in order to create a throughway. Chairman Jostes said that is a nice feature because if you get out to walk sometimes you have to be creative where you walk. Commissioner Beason said he walks every day and it is an adventure to be sure cars see you and you are safe.

Commissioner Guerra made a motion to adopt Resolution 15-07 approving the adjustments to the Multi-Year Congestion Mitigation and Air Quality Improvement Program of Projects for FFY 2014/15, 2015/16, and 2016/17; and approving the use of CMAQ Toll Credits in lieu of non-federal local matching funds when requested by project sponsors. Commissioner Beason seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Beason, Guerra, Jostes, and Scofield. (Commissioners Dee and Fouyer were absent.)

COMMISSION ANNOUNCEMENTS

Commissioner Beason stated that he and three other rural county Supervisors will be going to Washington, D.C. the following Saturday and will return Wednesday, February 25th. They plan to lobby the federal government on rural issues, including transportation issues. He said they will encourage the government to pass a real transportation bill, since the last one expired in May 2014. Commissioner Beason said they will emphasize rural roads and bridges. He stated Nevada County is in good shape regarding bridges, in comparison to other counties. He said rural roads are generally underfunded because there is not the population density per mile that more urbanized locations have. Plus, rural roads are dark with curves and hills, so they will focus on educating them about that. He said the federal government owes rural counties because of PILT (Payments In Lieu of Taxes); there are state and federal PILT. He thought a lot of the PILT money goes into roads. Commissioner Beason said the officers of RCRC (Rural County Representatives of California) go to Washington, D.C. every year to present issues and make their presence known to effect change.

SCHEDULE FOR NEXT MEETING

The next regularly scheduled meeting of the Nevada County Transportation Commission is on March 18, 2015 at the Grass Valley City Council Chambers, Grass Valley, CA.

ADJOURNMENT OF MEETING

Commissioner Beason made a motion to adjourn the meeting. Commissioner Scofield seconded the motion. The motion passed unanimously with Aye votes from Commissioners Andersen, Beason, Guerra, Jostes, and Scofield. (Commissioners Dee and Fouyer were absent.)

Chairman Jostes adjourned the meeting at 8:52 a.m.

Respectfully submitted: Antoinette Perry
Antoinette Perry, Administrative Assistant

Approved on: March 18, 2015

By: L. A. Jostes
Lawrence A. Jostes, Chairman
Nevada County Transportation Commission