



NEVADA COUNTY TRANSPORTATION COMMISSION

Grass Valley • Nevada City • Nevada County • Truckee

MINUTES OF MEETING May 15, 2013

A meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, May 15, 2013 in the Town of Truckee Council Chambers, 10183 Truckee Airport Road, Truckee, California. The meeting was scheduled for 9:30 a.m.

Members Present: Carolyn Wallace Dee, Jason Fouyer, Ann Guerra, Sally Harris, Larry Jostes, and Ed Scofield

Members Absent: Nate Beason

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 9:30 a.m.

Pledge of Allegiance

PUBLIC COMMENT

Denny Dickenson, resident of Truckee, said he presented a paper to the Senior Services Council regarding Greyhound and Amtrak bus transportation in Truckee. Mr. Dickenson sent the Commissioners an email prior to this meeting with information on bus activities in Truckee. He asked NCTC to take a look at his concerns and put it on a future NCTC agenda. Commissioner Dee replied to Mr. Dickenson that he has come before NCTC previously with this topic and NCTC has no control over these issues. She gave him contact information on the agency that does have control, i.e. the Federal Motor Carrier Safety Commission, and she suggested he get in touch with them. She added that the Truckee Town Council has no control over the bus or the train.

Roberta Raper, Financial and Administrative Services Director for the City of Grass Valley, provided a brief update on the Dorsey Drive Interchange project funding, specifically as it relates to the Redevelopment Agency (RDA) bond and tax increment funds that were transferred to NCTC two years previously. She reported that the overall funding structure for the Dorsey Drive project is a great example of regional cooperation and collaboration among Nevada County local governments and agencies. Ms. Raper gave a brief history on ABX 126, the Redevelopment Solution Trailer Bill, that was signed into law on June 28, 2011, and a subsequent law suit was settled on December 29, 2011 upholding the validity of the bill. It changed the rules for RDAs across the state retroactive to January 1, 2011, and transactions from that date to January 31, 2012 for Redevelopment Agencies received extra scrutiny from the Department of Finance and the State Controller's Office to ensure that all transactions were consistent with the new rules for

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RDAs related to the unwind process. She reported that with the dissolution RDAs were required to immediately stop obligating funds for projects and there were only two ways money could be spent outside of the administrative costs. One way is the valid enforceable obligation, which is essentially a contract with a third party, i.e. someone other than the city, entered into prior to June 28, 2011. The second way is with the Finding of Completion from the Department of Finance. Ms. Raper said the Finding of Completion is important as it allows an agency to do a couple of things: One has to do with one of the agreements between the city and the RDA; the second, and the most important, is to utilize bond proceeds from bonds issued prior to January 1, 2011 in a manner consistent with the original bond covenant, so it is subject to Oversight Board approval.

Ms. Raper said the city received a final determination from the Department of Finance on a recent due diligence review of all the transactions between January 1, 2011 and January 30, 2012. The Department of Finance made a finding that the agreement with NCTC for the Dorsey Drive project was not a valid enforceable obligation and ordered the return of the \$695,000 in tax increment funds to the agency for distribution plus accrued interest. She said even though the City of Grass Valley disagrees with that determination, they were required to remit the funds to the county by the previous Friday, May 10th, in order to receive their Finding of Completion. Ms. Raper said the city received the funds from NCTC on May 9th and they were remitted to the county in protest the same day and the city intends to file for a writ of mandate to recoup the funds without delay. She noted that the State Controller/Auditor deemed those transfers allowable and subject to a valid enforceable obligation during their review. Ms. Raper reported the city completed all required steps and received a Finding of Completion on May 10th and the next Grass Valley Oversight Board meeting was scheduled for Monday May 20th and the city will be requesting Oversight Board approval to use the \$4.535 million and the 2008 bond funds for the Dorsey Drive Interchange project. She said they expect approval and once approval is received the bond funds can be spent on the Dorsey Drive project without exception. Ms. Raper said the Dorsey Drive Interchange project is obviously a transportation project with regional significance and the city is committed to working with NCTC to make sure the project moves forward. She added now that the city received their Finding of Completion from the state there is no need to transfer the remaining bond funds back to the city. They have authority granted by the Department of Finance to use those funds for the purpose in which they were intended and they expect approval from their Oversight Board as well.

Commissioner Harris asked who the Oversight Board is. Ms. Raper said when the bill was passed to dissolve RDAs, an Oversight Board was established. It is made up of seven members representing each taxing entity within the Grass Valley sphere of influence, and a couple of members of the public. The Oversight Board reviews anything that the successor agency, which is the City of Grass Valley, does to wind everything down. Commissioner Harris commented that it is a local board. Ms. Raper replied yes.

Commissioner Fouyer thanked Ms. Raper for coming to the NCTC meeting. He remarked that as a representative for the City of Grass Valley it has been very frustrating for the City since they have followed the rules of the State of California, the state did not like the rules they originally made because it was not working for their benefit, so they changed the rules. He said the city has contracts in place, they are following the rules, and they cannot go back after the state changes the rules to change their contracts that have been made by following the original rules. Commissioner Fouyer said this has gotten the City into a circular situation. He said the state agencies are also arguing amongst themselves currently, with the State Controller's Office giving the City their blessing, but the Department of Finance is saying they do not necessarily agree with it. He said if the State of California has a difficult time of navigating through this process,

it is unfair for the City to also have to navigate through this and to be doing it at the eleventh hour when the funds have been committed to a project that means so much to the community. He said it is not a very good process and in the end it is government at its worst by taking taxpayers dollars and using it to argue amongst themselves. He said the \$4.5 million has been secured to be able to continue with the Dorsey Drive project, and the city will fight for the \$695,000 that was sent back. He asked for NCTC's support through this fight because he was quite confident that the City will win this case, but it would mean a great deal to the City of Grass Valley to have NCTC's support.

Commissioner Harris asked if the City of Grass Valley does not prevail to regain the \$695,000, would that come out of monies that are part of the Dorsey Drive contingency or where will it come from. Ms. Raper said the \$695,000 was actually extra funds that serve as contingency on top of contingency funds. She added that there is still 10% contingency on the contract, there is interest that has accrued on the bond funds, and the City is taking extra steps internally to secure and set aside additional funds. Commissioner Harris said she remembered that there was a larger contingency because of the concerns given the size of the project and the expectation that there could be some difficulty with the rock that exists in the project work zone. Commissioner Fouyer said the City has deferred some of the current scheduled projects to a later date to help deal with the \$695,000 removed. Ms. Raper stated the City fully expects to win their case and get those funds back. Commissioner Fouyer said there are over one hundred law suits currently filed against the Department of Finance, and the City is one of many. They tried to figure out a way to piggy back upon other law suits, because they are all arguing over very similar things. He said the problem is they are not exact; just similar.

CONSENT ITEMS

1. Financial Reports

A. February 2013 and March 2013. *Approved.*

2. NCTC Minutes

March 20, 2013 Meeting Minutes. *Approved.*

3. Revised Findings of Apportionment for FY 2013/14. *Adopted Resolution 13-15 approving the Revised Findings of Apportionment for FY 2013/14.*

4. FTA 5310 Grant Regional Quantitative Scoring and Project Rating. *Adopted Resolution 13-16 approving the completed FTA Section 5310 Regional Quantitative Scoring and Project Rating worksheets to be forwarded to the California Department of Transportation for statewide consideration.*

5. Revised Allocation Request from the Town of Truckee. *Adopted Resolution 13-17 approving the allocation of \$415,153 of Local Transportation Funds (LTF) to the Town of Truckee for transit/paratransit operations during FY 2012/13, contingent upon approval of the Town of Truckee's amended budget for FY 2012/13 by resolution on June 25, 2013.*

6. Acknowledge Receipt of Reimbursement of Litigation Costs. *Adopted Resolution 13-18 acknowledging receipt of reimbursement for litigation costs from Carl Warren &*

Company and directs NCTC staff to deposit the funds into NCTC's Planning and Administrative Fund #327.

Commissioner Dee made a motion to approve the Consent Calendar. Commissioner Fouyer seconded the motion. The motion passed unanimously.

INFORMATIONAL ITEMS

7. Correspondence

There were no comments or discussion on correspondence items.

8. Executive Director's Report

8.1 Regional Traffic Model Update

Executive Director Landon said this project is being done in conjunction with the City of Grass Valley Engineering Department and it is moving along nicely. He said there was a delay earlier in the year when they had to develop some land use data that was not available, but that has been completed. Mr. Landon expected, that day, to see a report from the consultant describing the calibration/base scenario of the model. He said the first thing they have the traffic model do is replicate what exists currently and when they see it is putting out volumes on the streets as they are represented by traffic counts taken, they call the model validated and calibrated. Mr. Landon stated the next step will be moving forward in conjunction with county and city staffs to identify a future land use scenario, based on general plans, and based on the socio-economic data they are receiving from the state, to determine what the land use will look like in twenty or twenty-five years. The model would then run that scenario to provide a forecast of what the traffic will be. He reviewed that there was some time delay in the beginning phases of the project, but they are now back on track and moving forward.

8.2 Eastern Nevada County Transit Development Plan (ENCTDP) Update

Executive Director Landon reported the project has been extended into the new fiscal year starting July 1st due to additional analysis that the Town of Truckee staff requested related to paratransit service in the Truckee area. The consultant will be taking care of that and it was determined the work can be done in the current cost structure, so there is only an extension of time and no additional cost involved.

8.3 Bay to Basin Study

Executive Director Landon reported that El Dorado County Transportation Commission is the lead agency for this study to identify tourism impacts on the various state routes leading from the Bay Area up into the Truckee Tahoe area. He said NCTC Transportation Planner, Michael Woodman, is the representative on the study team. The kick-off meeting was held on April 9th and staff will continue to work with the group to provide data related to Nevada County.

9. Project Status Reports

A. Caltrans Projects: Winder Bajwa, Caltrans District 3 Project Manager for Nevada County

- *SR 49/La Barr Meadows Road Widening Project* – Mr. Bajwa stated the project is about 94% complete. An action item from the previous meeting was to cover up the shadowing effect of the old striping from the staging of the highway. New striping in that area has been completed. Mr. Bajwa said the drainage work will be completed first by lining some drain systems and they are hoping to complete these by mid-June. The open grade asphalt concrete will be applied in July, and then the final thermoplastic striping will be applied and the job is scheduled for completion by the end of July or early August.

Commissioner Scofield reminded Mr. Bajwa that if the La Barr Meadows project is not completed until early August the work may conflict with the Nevada County Fair traffic. Mr. Bajwa said he would talk with Dave Catania to make him aware of this, but they are hoping for all the work to be completed and the highway fully open by the end of July. Commissioner Scofield also thanked Mr. Bajwa and Caltrans for their work to cover up the shadowed striping. Mr. Bajwa said they appreciate the input when issues like this arise and please let him know of anything along those lines. Chairman Jostes said he and his wife and neighbors also had problems at that intersection and they appreciated the prompt action.

- *SR 49 Minor A SHOPP Projects* – Mr. Bajwa said the original scope of the project was changed in order to stay within the \$1 million threshold, which is a policy they must follow. The down-scope includes Carriage Road and Ladybird Drive; Cherry Creek will be completed as a separate project. Caltrans is waiting for permits from the Regional Water Quality Control Board and the Department of Fish and Wildlife Service. Design is complete. Utilities will be moved at Carriage Road and then they will advertise the job sometime in September. The first work to be done by the contractor will be to remove trees sometime between September and February in order to avoid bird nesting season.
- *SR 20/49 Major SHOPP Rehabilitation Project from East of Indian Springs Road in Grass Valley to the Junction of SR 49 East of Nevada City* – Mr. Bajwa reported that the project was awarded to Teichert Construction at \$7.793 million and the total project cost is \$9.1 million with some supplemental work to be done that is not included in the contract. A preconstruction meeting was held on May 9th. Mr. Bajwa said construction will start in the Penn Valley area and will move toward the City of Grass Valley from Deadman's Flat Overcrossing on June 20th to Idaho-Maryland Road through October 3, 2013. These are scheduled dates from the contractor. They also have scheduled paving from Brunswick Road to the SR 20/49 junction in Nevada City on June 11th to September 12, 2014. Mr. Bajwa said most of the work will be done in the night time, however there will be work at the ramp areas that may require closure for up to 24 hours. The ramp closures will be staggered so there will be access on and off the freeway. He said they have asked the contractor to postpone work in August when the county fair is held.
- *SR 49 Shoulder Widening from Old Downieville Highway to Newtown Road* – Mr. Bajwa reported this is a Minor A project with Congestion Mitigation and Air Quality (CMAQ) funding from NCTC. He said the project will widen the shoulders to accommodate bicycle and pedestrian traffic. They received approval for \$48,000 on April 8, 2013 and it will be used to do the preliminary engineering and project approval work. The second portion of CMAQ funds will be \$320,000 for construction, which will come next season. Mr. Bajwa said the project is proceeding through the environmental phase and it is indicated that wetlands are present on both sides of the roadway, therefore they have to create a higher level document – a mitigated Negative Declaration. He said the environmental clearance was released on April 8th and final environmental clearance is expected in July 2013. Caltrans does not feel there will be a lot of problems from

regulatory agencies. They do not expect a lot of utility relocation since most water lines in that vicinity are buried deep, but they will need to check all utilities to potentially add this into design work for relocation or protection in place. He said relocation plans could take some time to create if they are needed. They plan to advertise and construct the project in 2014.

B. Caltrans Traffic Safety Route Review for SR 174: Shannon Culbertson, Caltrans District 3 Associate Transportation Planner for Nevada County

Executive Director Landon reported that Shannon Culbertson was unable to be at the meeting, but she followed up on some safety issues on SR 174 that were discussed at the previous meeting. He stated there was also a mid-year coordination meeting with Caltrans District 3 and Ms. Culbertson undertook a review with their appropriate staff of the safety on SR 174. They noted that the area where the recent double fatality accident occurred does not have a concentration of accidents, but they looked at the remainder of the corridor and did find an area where there seems to be a series of accidents and Caltrans will be looking into the feasibility to do a curve correction or shoulder widening that would be able to alleviate the problems at that area. They will keep NCTC staff informed of their progress as to their feasibility study and what might come out of that. Chairman Jostes thanked Caltrans for making the effort to do the study.

C. Trisha Tillotson, City of Grass Valley Senior Civil Engineer

- *Dorsey Drive Interchange* – Executive Director Landon said Ms. Tillotson was unable to attend the meeting in Truckee. He said he is personally very happy to see work starting up on the project and he noticed that the K-rail was in place on the freeway, there is equipment in place, and things are starting to happen along the freeway and on Dorsey Drive itself.

Chairman Jostes said they have set up a construction yard on the southeast corner of Dorsey Drive and asked if it was a portion of the right-of-way property. Executive Director Landon did not know. Commissioner Fouyer replied that it is private property and the contractor made arrangements to stage construction materials and equipment there.

D. Becky Bucar, Town of Truckee Associate Engineer.

- *SR 89 Mousehole Pedestrian Undercrossing Project* – Becky Bucar, Associate Engineer for the Town of Truckee, reviewed that the project is a pedestrian/bicycle tunnel east of the existing vehicular tunnel (the Mousehole) on SR 89, and it will also include a path connecting from Deerfield Drive to West River Street. She reported they are still working on the PS&E (Plans, Specifications, and Estimates) for the project. They submitted 95% PS&E to Caltrans and the Union Pacific Railroad (UPRR) in February, but they had not received comments from either agency as yet. They are hoping for comments from the railroad within the next few weeks. Ms. Bucar reported that the Town is working through some design exception issues before Caltrans starts their review, so they will get sign-off on the design exceptions first and avoid having people review things twice. Once they get comments from both agencies they will be able to move forward with the final design. She said the plans are to complete the design this year and get most of the project ready to go, and then they will go out to bid in 2014, but construction would not start until 2015 and it will be a two year project. Ms. Bucar reported that for right-of-way, they have a permit to enter and construct at the mobile home park to work on their driveway. The Town is negotiating for additional right-of-

way with UPRR and there have been some questions about the appraisal. She said the main utility relocation will be a water line that is in the area of the project that has to be relocated about 500 feet and it will not be done beforehand, but will be a part of the construction work. Southwest Gas will be checking the lines this summer; they do not think the gas lines will need relocation. Ms. Bucar said there will be a minor electrical service relocation and that will also happen as part of construction.

Mr. Bucar reported there is still a shortfall on funding of \$1.5 million. In Item #17 of this meeting the Town asked for a letter of support for an application for TIGER funds. She said they may also be putting in an application for Highway Safety Improvement Program funds in the next few months as well.

Commissioner Dee commented that one encouraging thing is the UPRR recently came to the Town and said they have a project they want to work with the Town on. Suddenly the relationship with the UPRR is changing for the positive. Chairman Jostes said you would think, because of the safety issues, if nothing else, they would see this as positive public relations for them as well. Commissioner Dee said the project they approached the Town on is a safety issue. She thought the UPRR wants to be reassured about the Mousehole project, since the project is doing a jack and bore under a live railroad track. Commissioner Dee noted that construction of the new Caldecott Tunnel project is an amazing example of jack and bore under a hillside next to a live tunnel and they are moving the tunnel through after saying for decades the closest they could be is five miles to the south. She said the Mousehole project is similar, but on a much smaller scale.

10. Overview of the Town of Truckee's Transit Operations

Executive Director Landon introduced Kelly Beede to the Commission and explained that in the Triennial Performance Audit there was a recommendation that NCTC receive quarterly information reports from the Town. Therefore, this was the first of those reports to give an overview of how service is provided in the Truckee area.

Kelly Beede, Town of Truckee Parking Services Manager and Transit Operations, started with a brief history and provided a handout to the Commissioners. She reported the Town has provided transit services for twenty years, which includes fixed route and Dial-A-Ride service with five buses they own and maintain. The Town contracts with drivers from El Camino Trailways and their transit budget is \$838,000. She said this past year they had some capital outlay and built bus shelters and replaced all of the bus signs, bringing them up-to-date and putting the Truckee Transit phone number on the signs. Ms. Beede said the Town also contributes to the Tahoe Area Regional Transit (TART) service program run by Placer County. They provide service within Truckee and along SR 89 and SR 267, so the Town partners with them on those services. She said their fixed route is about \$200,000 and their Dial-A-Ride is nearly \$300,000, which includes the contract services along with the fuel and maintenance.

She stated there is a myriad of funding sources including LTF, STA, Federal 5311 funding for operating and capital, grant opportunities, partnership contributions such as winter shuttle runs to the Summit resorts, private contributions such as Grays Crossing development that Truckee provides transit services to, and lastly the farebox funds.

Ms. Beede said the Truckee Dial-A-Ride service goes door-to-door and they serve all residential areas in Truckee, which goes beyond the three-quarter mile ADA corridor. She said that service is open to anyone and part of the service is given to ADA eligible passengers, but the general

public can also ride that service. She reported they provide about 12,500 annual one-way trips and the service runs six days per week from 8:00 a.m. to 5:00 p.m. Monday through Saturday. The Dial-A-Ride service does not expand in the winter time.

Ms. Beede said the Fixed Route has Winter Service (December through March) and Non-Winter Service (April through November). She said the Non-Winter Service is provided between the eastern end of town by the airport to the west end of Donner Lake and it operates six days per week from 9:00 a.m. to 5:00 p.m., providing about 4,200 one-way trips. The Winter Service runs between the east end of Truckee to Donner Summit ski resorts and it operates seven days per week from 6:00 a.m. to 6:30 p.m. and provides about 11,500 one-way trips.

The rates were updated in October 2012 and Dial-A-Ride one-way trips are \$2 for seniors, disabled persons, and children under 12 years old, while the general public pays \$6. Rates for Non-Winter the seniors and disabled ride for \$1, children under 12 years old are \$1.50, adults are \$2.50, and children under 3 years old are free. Ms. Beede said the Winter Service is free to all passengers, not just employees, and the service is fully funded by the Town and the ski resorts. Ms. Beede said performance stats for farebox ratio are 19%, cost per passenger trip is \$23.81, cost for vehicle service hours is \$97.08, and they average four passengers per vehicle service hour.

Ms. Beede reported that the Town has a number of partnerships within the community and as previously stated, the Winter Shuttle Service is funded by the Donner Summit ski resorts and the North Lake Tahoe Resort Association. Some of the ski resorts are actually in Placer County, so the buses are crossing the line about one mile up to the Royal Gorge Ski Resort, and they help fund that portion. Ms. Beede stated the shuttle stops at Boreal, Donner Ski Ranch, Sugar Bowl, Soda Springs Ski Resort, and Royal Gorge. She said the Town also partners with TART Service that is provided by Placer County. They run that service year-round on SR 89 that comes in through Truckee. She said in the winter time, currently, they operate a SR 267 route. There is a vision for the future to operate that year-round, but at this point it is winter only and the Town of Truckee contributes \$97,000 to TART to help fund a portion of that program that runs through Truckee.

Ms. Beede said another partner is the Truckee North Tahoe Transportation Management Association (TNT/TMA), which is a group of agencies that the Town, Placer County, Nevada County, Caltrans, the ski resorts, the Nevada Department of Transportation, and the RTC in Reno collaborate by meeting monthly. They discuss not only transit needs in the communities, but transportation needs in the winter time to keep the traffic flowing, keep the buses on schedule, plus the numerous summer construction projects and keeping everyone apprised of all aspects of information and projects. Ms. Beede said the North Lake Tahoe Resort Association also partners with the Town and provides funding for the winter shuttle. Resort Triangle Transportation Vision Coalition is a new coalition that came out of a transportation summit held in October 2012 and the Town participates on that. She said the group looks at what it will take to have a seamless, consistent, year-round transportation service within the Tahoe/Truckee region. They are diligently working on that front looking at what the ridership would be, how to serve the visitors and locals alike, and what the actual dollars are involved. Ms. Beede said there is a lot of money being thrown at transportation, but it is fragmented. All of the ski resorts in the Truckee/Tahoe basin run their own transit services; TART operates an airport shuttle; there is a night rider service for the North Tahoe region; and then Truckee has their service. She said the vision is to pull these funds collectively to have this seamless, unfragmented transportation system down the road.

Other partnerships are Community Collaborative and Truckee Tomorrow, which are groups that look at and discuss the needs of the community, the economy of the community, the visitor needs along with the local needs, and part of their outreach is transit, so the Town meets with them occasionally to discuss local services. The last partnership group is the Senior Focus Group, which addresses the needs of the senior community around Truckee and obviously one of those needs is transit.

Ms. Beede said one of the challenges they face with transit is funding based on their population base of 16,000, but they have nearly one million people that come through the Town of Truckee each year as visitors. She said the vision is to have the ability to expand the funding opportunities to expand the transit services region-wide, which the Town would participate in. Another challenge is the geography of Truckee with the community spread out, and they receive a large amount of snow, so roadways can become congested. Transit services does what it can to stay on schedule and to provide the best service they can given these challenges. Ms. Beede said when looking at local and visitor transit needs they are somewhat different; locals want to get around, go to work, go to medical appointments and the grocery store; while the visitors like to go into downtown Truckee and check out the shops, go to ski resorts, and go to North Lake Tahoe. They must also coordinate these fragmented services and Truckee Transit is working on all of those challenges.

Ms. Beede reported the Transit Development Plan (TDP) update is being worked on through LSC Transportation Consultants, so they are looking at various alternatives. She said what the Town would like to see from this plan is to help increase the efficiency on their Dial-A-Ride service, expand their Fixed Route hours, and eventually their service areas. She added that operating from 9:00 a.m. to 5:00 p.m. eight months out of the year does not necessarily assist with the locals getting to work if they work 8:00 a.m. to 5:00 p.m., then it is challenging to ride the Fixed Route service to get to work. Ms. Beede said they are looking at potentially expanding service to an 11 hour day where it is consistent year-round service as opposed to the three or four months a year when the Winter Shuttle runs long hours. She mentioned that there is a need for non-emergency medical appointment service to the North Shore and Reno area, and they are looking for funding through CTS for this service in the future. They are always looking for opportunities to increase ridership and the farebox. Another issue they are looking at is the fact that western Nevada County is about 64 miles from Truckee, and they would like to see some type of link between the eastern and western transit services from Truckee to Nevada City/Grass Valley, as well as to Placer County, where they could connect to other transit services and travel to Sacramento, Shriners Hospital, U.C. Davis Medical Center, etc.

Ms. Beede, in response to a question from a woman in the audience, said new services would depend on funding opportunities and the ability to implement service; they do not have a timeline at this point, as they are in the development plan process.

Commissioner Harris said since it was recommended to the Commission to quarterly review the eastern Nevada County transit information, it would help if the terminology were consistent with the reports they get for western Nevada County Transit Services, since four members of NCTC sit on the Transit Services Commission (TSC) for western Nevada County. She gave an example for when Truckee talks about cost per vehicle service hour, the TSC talks about a marginal cost factor, a fixed cost factor, a gross operating cost, etc.; so there would be some consistency from east to west reports over time. Commissioner Harris said western Nevada County has also used LSC Transportation Consultants for TDP updates, so they talk similarly about performance measures and their recommendations. Commissioner Harris asked for similar definitions and consistency in terminology for future reports to NCTC.

Commissioner Guerra thanked Ms. Beede for the comprehensive report and said it gave the Commission a flavor for what is happening in eastern Nevada County. She thought it would help NCTC understand the western system better to get the context and be able to compare what is happening and the differences such as having partners and the weather. She felt like she learned a lot about Truckee Transit.

Bridget Garrett, a member of the public from the Senior Center, said many of the seniors could not come because they are disabled, and they asked her to speak for them regarding issues with a Dial-A-Ride driver. She detailed a number of complaints. The comments from Ms. Garrett were followed by similar comments from two other ladies that did not give their names.

Chairman Jostes thanked the members of the public for sharing their concerns, but said to them that the NCTC does not have direct responsibility for the Town of Truckee, so he would not presume to try to resolve the problem. He hoped there was dialogue going on with the Town that could deal with the issue. Commissioner Harris asked Ms. Beede if there is a process for these types of complaints. Ms. Beede replied that she has spoken to Ms. Garrett specifically and a few other people at the senior apartments and she is in contact with the contractor and they are working on the issue of complaints. Commissioner Guerra asked if the contractor provided the Town with statistics about things like missed trips, on-time performance, and those types of things. Ms. Beede said as part of the last couple of Triennial Performance Audits this specific issue on performance was part of the recommendations. She said the Town has been working with the contractor to track that information. Commissioner Harris said perhaps at the next presentation to NCTC, Ms. Beede could tell the Commission how the process is going. Chairman Jostes told the women that their comments were appreciated and he sincerely hoped that between them and the Town there would be some resolution on these issues and they would be more satisfied with their Dial-A-Ride service.

ACTION ITEMS

11. Draft Nevada County Bicycle Master Plan Update

Executive Director Landon noted that sometimes there are questions by individuals as to why we are always doing studies and making plans; what do they come to? He pointed out that the Bicycle Master Plan Update enables the member jurisdictions of NCTC to stay eligible for Bicycle Transportation Account (BTA) funds through the State of California. He said, based on Nevada County's last Bicycle Master Plan, which was done in conjunction with Truckee, the Town was successful in receiving a grant of over \$600,000 for a bicycle facility in Truckee. He said there are good goals and results that come from the planning that is done.

Mike Woodman, Transportation Planner, said the update of the Nevada County Bicycle Master Plan was moving forward and is on schedule. The draft plan has been completed and is currently available for public review and comment on the project website created by the consultant, Fehr and Peers, and a link to that website is available on the NCTC website. Mr. Woodman said comments are due by June 3rd and comments can be submitted electronically through the website directly to Fehr and Peers. He told the Commissioners they could also submit comments on the plan to him by email. Mr. Woodman introduced Charlie Alexander from Fehr & Peers who has been working on the update of the Nevada County Bicycle Master Plan.

Charlie Alexander, Project Manager with Fehr & Peers, said the 2013 update currently being completed is for western Nevada County, i.e. jurisdictions of Grass Valley and Nevada City and the unincorporated Nevada County. Mr. Alexander said the Town of Truckee has a Bicycle

Master Plan of their own that was recently updated in 2012 and they will be updating the plan again in 2013 to get a more comprehensive update. He said one of the major purposes for doing a Bicycle Master Plan is to qualify for the \$7.2 million available annually through the State of California for bicycle projects. State requirements are that your plan can be no more than five years old. Mr. Alexander said another purpose of the plan is to develop and refine the vision for bicycle transportation in the county, and identify which infrastructure enhancements are necessary to make bicycling better in the county by primarily focusing on factors such as convenience, comfort, and safety. He said towards the end they are looking at what the priorities are for all the projects and what the next steps would be for implementation, because they are primarily interested in getting these projects on the ground. He said they are all ultimately under the goal of increasing the amount of bicycling in Nevada County.

Mr. Alexander said this update was started in late November 2012. In February and March 2013 they conducted a series of public workshops to get input from the public and they used that feedback and the data collection to develop recommendations in the draft plan. He said they are working with the Project Advisory Committee (PAC) to refine the draft plan and then they will develop the final plan and present it to the governing bodies, including the city councils and the County Board of Supervisors, for their adoption. The public outreach was conducted by holding public workshops in Nevada City and the City of Grass Valley, with about fifty people attending, and they received very good feedback from them. Mr. Alexander said the project website also hosted an online survey that gathered over 160 responses, which is a very good response rate for a community the size of Nevada County.

Mr. Alexander reviewed the types of bicycle facilities included in the plan and noted that the draft plan includes proposed bicycle facility maps for Nevada County, Nevada City, and Grass Valley. Mr. Alexander said the county projects are mainly classified as Class III with multi-use shoulder projects or the Class III shared roadway projects. He said they generally put shoulders on roadways that have over 1,000 ADT (Average Daily Trips), which is a reasonable threshold they worked on with county staff to develop. Included in the Bicycle Master Plan are goals and objectives for bicycle transportation in the county; identification of existing and candidate programs to encourage and increase the quality of bicycling aimed at enforcement, education and encouragement; and an entire chapter on implementation that includes cost estimates, prioritization, and candidate funding sources.

Mr. Alexander showed the Commissioners the Town of Truckee bikeway map that is in their current Bikeway and Trails Master Plan. He said it includes a variety of bike lanes, bike paths, and bike routes, and probably has one of the more robust recreational and utilitarian bike path networks proposed in the State of California.

Commissioner Harris asked why the Commission was one year late in updating the plan, therefore they were unable to get funding if wanted. Michael Woodman, NCTC Transportation Planner, replied when the timeline approached where eligibility for BTA funds would be lost, staff brought the report to the Commission and they adopted an interim update that satisfied the requirement. He said staff was then going to take the interim update to the jurisdictions to adopt to make them eligible, but before the plan was taken to the jurisdictions for adoption Caltrans indicated they were canceling the current BTA cycle due to the Governor's proposal relating to implementation of MAP-21 collapsing several funding programs together, which included the Bicycle Transportation Account. Mr. Woodman said with the cancellation of the cycle, staff did not see a need to bring the interim plan forward since the update of the Bicycle Master Plan would be completed before the next funding cycle was available.

Commissioner Fouyer said this plan is predominantly a western Nevada County document, since the Town of Truckee has their own report, and he received comments from several people who were upset that this discussion of the draft Bicycle Master Plan was being held in eastern Nevada County when they are mostly western county issues. He asked why the draft review was held in Truckee because he knew of people who wanted to attend. Mr. Woodman replied that it was just the timing and rotation of the Commission meetings. He said the Nevada County Bicycle Master Plan does include information from the Town of Truckee that was incorporated from their latest update. Mr. Woodman said all of the public workshop attendants will receive an email of the availability of the draft report on the website, so they will have an opportunity to provide comment. He said the bicycle advocate on the PAC is well connected, so he will send out email blasts to all of the bike groups that the plan is available. He said he hoped all of these efforts will catch the comments from those wishing to give input. Mr. Woodman invited the Commissioners to have persons who are interested in giving feedback to contact him and he will incorporate their comments.

Commissioner Harris said at the previous NCTC meeting they spoke about emphasizing safety, which is traditionally the case on highway projects, partly because there is not enough money to do big transportation projects, so safety is the priority with the money available. She thought bicycling and pedestrian access fits in with that mindset from a safety perspective and then also in promoting healthy activities for the community, which they hope for but cannot make people exercise. She said as a government entity they can make it easier for the community to bicycle and walk. Commissioner Harris said she would like to have the Commission, over time, see this plan as a little more strategic than just something that has to be done occasionally and not just come up with some projects for how to spend the money, but to embrace it with the overall mission of safety and promoting health within our community.

Commissioner Guerra said she would like to build on Commissioner Harris' thoughts, noting that Class I Bike Paths are an inviting type of facility that encourages people to use them that might not otherwise walk or bike. She noted that a 1 or 2 foot shoulder is better than nothing, but a facility that is narrow does not follow anyone's definition of safety, nor does it encourage people in the community to use the facilities. She said she was really in favor of Class I Bike Paths.

Chairman Jostes agreed that the Class I Bike Paths as designated paths are inviting to the local people and he would think also inviting to visitors from out-of-town who want to ride nice paths. He said this process is a step at facilitating access to funds, as he understands it, and obviously necessary. He said there is a list of bicycle projects that are always on our priority list. Executive Director Landon said Mr. Alexander pointed out that there are sometimes other funding sources as well that are available. He said the county is currently doing a project at Newtown Road where they are widening the shoulders, because that is a very popular bicycling route, and they are funding it with CMAQ funds. He said by having done the Bicycle Master Plan and identifying where there are opportunities and priorities, then it brings to bear other funding sources. Chairman Jostes said the plan is very comprehensive, seems well organized, and looks like a good start.

Commissioner Scofield asked if the Commission would be able to hear some of the comments from the western Nevada County bicyclists. Mr. Woodman said the comments could be provided to him from Mr. Alexander and he could forward them to the Commissioners before they move forward to the final report stage. Commissioner Scofield asked if they would have an opportunity to speak to the Commission. Mr. Woodman said that could be arranged. Commissioner Fouyer said they would have the opportunity when the Commission addresses

that item in the July NCTC meeting. Mr. Woodman indicated that if any additional pertinent comments were received at the July meeting, the comments could be included as part of the motion adopting the final plan.

Commissioner Dee thanked Mr. Alexander for a good plan and encouraged western Nevada County to take the report and act on it. She said the Town of Truckee has a very aggressive bicycle plan and they are very successful because they have projects ready. Commissioner Dee said they have entered into public partnerships where local homeowners associations are stepping up and providing some of the funding to get trails done. She said they are currently looking at a \$4 million trail at Tahoe Donner and the Tahoe Donner Association is putting forth funding to make that happen. She said the Town has been very successful with grants and they received the largest grant ever awarded in the State of California for their latest Class I Legacy Trail; it is almost \$3 million, and it will complete the Legacy Trail to Glenshire. She said there was a gap in funding there and the Glenshire Homeowners Association stepped up and granted \$1 million to complete the trail. She said there are ways you can do all of this, but you have to have the plan in place and know where you are going and what you want to do. Commissioner Dee said she enjoys the bike trails they have in Truckee and she encouraged the Commission to ride on them. She said they have one of the most aggressive bike coalitions in Truckee and they are out raising funds and stimulating things for the Town as well. She encouraged the Commissioners to engage their local bicyclists and said they will get amazing results and funding.

12. Adjustments to the Multi-Year Congestion Mitigation and Air Quality (CMAQ) Improvement Program

Executive Director Landon noted that the funding process for the federal CMAQ program is very complex and that Michael Woodman, NCTC Transportation Planner, has become NCTC's resident expert for this funding source. He added that Mr. Woodman sits on a statewide committee that helps resolve CMAQ issues at the state level.

Michael Woodman acknowledged that the staff report is complicated and noted that normally the Commission has been asked to simply make adjustments by changing project schedules. In this instance, staff is proposing to utilize some new procedures that have not been used in the past. He stated that the reason for the adjustment to the multi-year CMAQ program comes from the passage of the new Federal Transportation Bill, MAP-21, which had the effect of reducing the CMAQ funding program to 2009 levels. As a result of the reduced funding levels, Caltrans notified NCTC that the previous estimate for CMAQ apportionments had been reduced and that the county was, therefore, over-programmed in Federal Fiscal Years (FFY) 2012/13 and 2013/14, and that adjustments would be needed for the program to match the new funding constraints. Mr. Woodman reviewed the proposed changes to projects and explained how "Toll Credits" and the "Obligation Authority Management Policy" could be used to facilitate full funding of NCTC's projects in the subject federal fiscal years.

Mr. Woodman stated FFY 2012/13 and 2013/14 were originally estimated for western Nevada County at \$982,783. The revised estimate dropped down to \$847,695, so the county is overprogrammed by \$135,088 in each year. In addition, Nevada County indicated to NCTC they need to move the Newtown Road Class II/III Bike Lane Project construction component out to a future year, since they will not be able to complete the right-of-way portion in FFY 2012/13. Mr. Woodman said NCTC would have to move the Newtown Road project construction component out to FFY 2014/15, since it is the only future year with enough capacity. Although

Newtown is programmed in FFY 2014/15, staff believes it will be possible to use the Expedited Project Selection Procedure to advance construction of the project into FFY 2013/14.

Mr. Woodman said in order to address the reduction in CMAQ funding and the request by Nevada County to move out the Newtown Road project, the Technical Advisory Committee (TAC) and NCTC staff recommended the following adjustments to the Multi-Year CMAQ Program:

FFY 2012/13

Newtown Road, Class II/III Bike Lanes – Right-of-Way
SR 49 Bicycle and Pedestrian Shoulder Improvement Project – Preliminary Engineering
Safe Routes to School Public Education and Outreach Program
East Main Street/Hughes Road, Bicycle and Pedestrian Improvement Project – Construction
Adams Street, Sidewalk Project – Preliminary Engineering
Nevada City Highway, Sidewalk Project – Preliminary Engineering and Construction

FFY 2013/14

SR 49 Bicycle and Pedestrian Shoulder Improvement Project – Construction
Railroad Avenue, Sidewalk Project Phase 1 – Preliminary Engineering

FFY 2014/15

Newtown Road, Class II/III Bike Lanes – Construction
Adams Street, Sidewalk Project – Construction

Following his presentation, Commissioner Harris thanked Mr. Woodman for his efforts to become so knowledgeable of the CMAQ program. She asked Mr. Woodman a question regarding the length of the CMAQ funding cycle and wondered if there was a potential for CMAQ funding to be taken away from Nevada County at some point in the future. She also asked if consideration had been given to breaking the Newtown Road project into smaller projects to reduce the potential of losing any CMAQ funding. Mr. Woodman replied that from his discussions with county staff, they were not considering breaking up the Newtown Road project into smaller projects at this point. He said because of the utilization of the Obligation Authority Management Policy process, he felt that the risk of losing any funds was minimal. Commissioner Harris asked about the discovery that there were wetlands on both sides of the SR 49 Bicycle and Pedestrian Shoulder Improvement project from Newtown Road to Old Downieville Road. Mr. Woodman said that Caltrans had identified wetlands in the area, but they believe that the project could still stay on schedule, and even if there were some delay in the environmental process, they would still be able to obligate funding close to the end of the federal fiscal year and the schedule shown in the report should be fine.

Commissioner Scofield asked about a CMAQ project in Nevada City, and Commissioner Harris explained that the project extended from the Imaginarium on Nevada City Highway up to the bridge at Banner Lava Cap Road. She said currently cyclists and pedestrians are operating on the margin of the road in that area, so if both are there at the same time, cyclists have to move out into the traffic flow and it is a bit dangerous.

Following the discussion, Mr. Woodman indicated that the TAC supports the adjustments and strategies detailed in the memo and resolution. It was staff's recommendation that the Commission adopt Resolution 13-19, approving the programming adjustments to the multi-year CMAQ improvement program of projects for FFY 2012/13, 2013/14, and 2014/15, as shown in

the spreadsheet provided, and also approving the use of toll credits for FFY 2014/15. Commissioner Guerra made a motion to adopt Resolution 13-19, which includes approval of the use of toll credits. Commissioner Scofield seconded the motion. The motion passed unanimously.

13. Final 2013/14 FY Overall Work Program (OWP)

Executive Director Landon reported that at the previous NCTC meeting the Commission saw the draft OWP and with the circulation of the document there were comments that came in from Caltrans and the Town of Truckee. In response to Caltrans, changes have been made in the format of the document to identify the continuing work and funding sources to be used. Staff also added language to explain to Caltrans how the Regional Transportation Mitigation Fee (RTMF) program relates to the transportation planning process. Mr. Landon said they also added an item in Work Element 2.4, Regional Coordination, to participate in a multi-state Interstate 80 Master Corridor System Mobility Plan that staff is now engaged in. Also, Caltrans regional planning activities were added as requested.

The Town of Truckee requested NCTC staff add some funding for the update of their Trails and Bikeway Master Plan. He said the Town resolution requested funding not to exceed \$40,000, however after communicating with Truckee staff and looking at what the work tasks would be in that budget, the amount was reduced with approval from the Town's staff to \$25,000; this has also been included in the OWP.

Mr. Landon said in reviewing the current FY 2012/13 OWP, it was determined that two projects needed to be carried forward into the coming fiscal year: 1) The completion of NCTC's regional traffic model; 2) the completion of the Eastern Nevada County Transit Development Plan. He said both of those projects have been included in the FY 2013/14 OWP and no additional funding beyond the original budget will be required for either project.

Commissioner Dee made a motion to adopt Resolution 13-20 approving the FY 2013/14 Overall Work Program and the budget as shown. Commissioner Fouyer seconded the motion. The motion passed unanimously.

Chairman Jostes changed the order of the agenda at this point, in order to proceed more efficiently.

17. Addendum: Letter of Support for the Town of Truckee's FFY 2013 TIGER Grant Application

This item was listed on the Addendum to the original Agenda. Executive Director Landon stated that this item would approve a support letter, as mentioned earlier in the meeting by Becky Bucar. The Town is applying for a TIGER (Transportation Investment Generating Economic Recovery) Grant, which if achieved would eliminate their funding shortfall in the Mousehole Pedestrian/Bicycle Tunnel project. He said NCTC staff is in full support of this action and requested the Commission authorize the Chairman to sign the letter of support.

Commissioner Dee made a motion to authorize the Chairman to sign a letter of support for Truckee's application for FFY 2013 TIGER Discretionary Grant funds. Commissioner Guerra seconded the motion. The motion passed unanimously.

18. Addendum: Closed Session – Conference with Legal Counsel Regarding Anticipated Litigation

Chairman Jostes noted that this item was on the Addendum to the Agenda. However, it was his understanding that the issue had been resolved at this point, the litigation was not eminent, and that a Closed Session was not required for this item. Executive Director Landon stated that was correct. Item #18 was removed from the agenda.

15. Appointment of Labor Negotiation Representatives

Chairman Jostes said in order to accomplish Item #16, it was his understanding that the Commission needed to appoint a Labor Negotiation Representatives Board to go into the Closed Session and it was also indicated to the Chairman that it might be appropriate to make a motion that the designated representative body be the Commission as it sits that day at the meeting. Chairman Jostes asked if there were any objections to the Commission being the Labor Negotiations Body. Commissioner Scofield replied that it was the most efficient way to do it.

14 & 16. Closed Sessions: Public Employee Performance Evaluation of the Executive Director, Daniel B. Landon; and Conference Regarding Labor Negotiations with NCTC Staff

Chairman Jostes announced at 11:30 a.m. that the Commission would go into **CLOSED SESSION** regarding Agenda Items #14 and #16, and the Commission and Executive Director Landon left the Council Chambers to meet in a private conference room.

The Commission returned from the **CLOSED SESSION** to the Council Chambers at 12:25 p.m. and announced there were no items to report out from the Closed Session.

COMMISSION ANNOUNCEMENTS

There were no Commission Announcements.

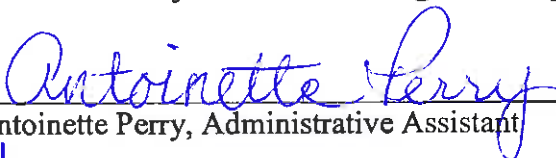
SCHEDULE FOR NEXT MEETING

The next regularly scheduled meeting of the Nevada County Transportation Commission is on July 17, 2013 at the City of Grass Valley Council Chambers, 125 East Main Street, Grass Valley, CA.

ADJOURNMENT OF MEETING

Commissioner Harris made a motion to adjourn the May NCTC Meeting. Commissioner Dee seconded the motion. Chairman Jostes adjourned the meeting at 12:26 p.m.

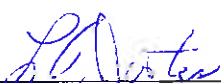
Respectfully submitted:


Antoinette Perry, Administrative Assistant

Approved on:

7/17/13

By:


Lawrence A. Jostes, Chairman
Nevada County Transportation Commission