



Grass Valley • Nevada City

Nevada County • Truckee

MINUTES OF MEETING January 18, 2017

A meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, January 18, 2017 in the Nevada County Board of Supervisors Chambers, 950 Maidu Avenue, Nevada City, California. The meeting was scheduled for 9:30 a.m.

Members Present: Ann Guerra, Larry Jostes, Valerie Moberg, and Ed Scofield

Members Absent: Jan Arbuckle, Carolyn Wallace Dee, Vacant Position Board of Supervisors

Staff Present: Daniel B. Landon, Executive Director; Mike Woodman, Transportation Planner; Dale Sayles, Administrative Services Officer; Toni Perry, Administrative Assistant

Standing Orders: Chairman Jostes convened the Nevada County Transportation Commission meeting at 9:34 a.m.

Pledge of Allegiance

PUBLIC COMMENT: There was no public comment.

SPECIAL PRESENTATION

Chairman Jostes asked Commissioner Scofield, as a long standing Commissioner representing Nevada County, to present a Certificate of Appreciation from NCTC to Steve Castleberry, retired Director of Nevada County Public Works. Commissioner Scofield spoke on behalf of the entire Commission and said Mr. Castleberry was a pleasure to work with. Commissioner Scofield thanked Mr. Castleberry personally for his services and read the Certificate of Appreciation to all in attendance.

Mr. Castleberry replied it had been a pleasure working with NCTC, and particularly Executive Director Dan Landon and Transportation Planner Mike Woodman. He said he has worked with many planning agencies in the San Francisco Bay Area, Sacramento, and throughout the state and Dan and Mike are uniquely qualified for working in partnership. He said the sense of partnership that is shared in Nevada County is unique for planning agencies throughout the state and NCTC has been a great partner with Nevada County.

Chairman Jostes thanked Mr. Castleberry for his comments.

CONSENT ITEMS

1. Financial Reports

- A. October 2016 and November 2016. *Approved.*
2. NCTC Minutes: November 16, 2016 NCTC Meeting Minutes. *Approved.*
3. Grass Valley, Nevada City, and the Town of Truckee Subrecipient Agreements. *Adopted Resolution 17-01 authorizing the Chairman to execute the Subrecipient Agreements between NCTC and the City of Grass Valley, Nevada City, and the Town of Truckee in the amounts of \$7,500 each.*
4. Correction to Nevada County Subrecipient Agreement. *Adopted Resolution 17-02 authorizing the Chairman to execute the Subrecipient Agreement between NCTC and Nevada County in the amount of \$57,500. This replaced Resolution 16-34, which had the incorrect amount of \$51,500.*
5. Professional Services Agreement for Fiscal and Compliance Audits with AGT Replacing K·Coe Isom. *Adopted Resolution 17-03 authorizing the Chairman to execute Amendment No. 4 to the Professional Service Agreement between NCTC and K·Coe Isom, and assignment to Aiello, Goodrich & Teuscher, effective November 1, 2016.*
6. Accept Completion of Contract with Parsons Brinckerhoff for Regional Transportation Mitigation Fee. *Adopted Resolution 17-04 accepting the Western Nevada County Regional Transportation Mitigation Fee Program Update as complete per the terms of the contract between NCTC and Parsons Brinckerhoff, Inc.*
7. Disposal of Surplus Equipment. *Adopted Resolution 17-05 authorizing the Executive Director to dispose of an HP 4 Plus Laser Printer in accordance with NCTC's Administrative Operating Procedures Manual.*
8. Consolidated Transportation Services Agency (CTSA) Designations. *Adopted Resolution 17-06 that rescinds the CTSA designation of Gold Country Telecare, reconfirms the CTSA designation of Nevada County Transit Services, and designates the Town of Truckee Transit Services as a CTSA.*
9. State Transit Assistance Revised Apportionments. *Adopted the revised apportionment table as a basis for allocation from the State Transit Assistance Fund for FY 2016/17.*

Commissioner Scofield made a motion to adopt the Consent Calendar. Commissioner Guerra seconded the motion. The motion passed unanimously with Aye votes from Commissioners Guerra, Jostes, Moberg, and Scofield. Commissioners Arbuckle and Dee were absent, and a Board of Supervisors Commissioner replacement for Nate Beason has not been appointed as yet.

INFORMATIONAL ITEMS

10. Correspondence
 - A. San Francisco Chronicle, PG&E Poised to Install 7,500 Electric Car Chargers. File 1210.7, 12/8/16.
 - B. TDWorld.com, PG&E Launches Biggest Installation of Electric Car Chargers in U.S. File 1210.7, 12/20/16.

Executive Director Landon explained he included these articles in response to the conversations the Commission has had in the past few meetings about this topic. He answered Commissioner Beason's question from a previous meeting about whether PG&E was going ahead with their plans. They were given approval to go ahead and make the installation of 7,500 electric car chargers. Mr. Landon said, regarding the SR 49 corridor and the I-80 corridor, he was able to reach a person at the California Energy Commission (CEC) and they assured him that the awards had been made and he could get a copy of the applications so the Commission could see what the details were. He has not received her response as yet. Mr. Landon is hoping to have this specific information on the local corridors at the next Commission meeting.

Commissioner Moberg asked if Mr. Landon knew how many charging stations there are currently within the Grass Valley/Nevada City area. Executive Director Landon replied he knows there are probably about half a dozen or so, with two or three at Sierra College. He said you can Google on your phone or computer for car charging stations in the area and there are more than he expected there would be. Mr. Landon said the CEC is trying to enhance the corridors so people can get out of the San Francisco Bay Area or Sacramento and extend their range. He said he was aware that the 16 Northern California Counties have applied for a grant through Volkswagen to put in chargers along the I-5 corridor and some of the more rural highways in the north state. Mr. Landon said he will report about the success and process of that at the March meeting.

Chairman Jostes asked if they are at the point where they know the actual locations along SR 49 or if that is another step that will require purchasing land. Executive Director Landon said he did not know at this point. He hoped to find that information in the actual applications when he receives them.

11. Executive Director's Report

11.1 State Route (SR) 49 Stakeholders Committee

Executive Director Landon reported that a SR 49 Stakeholders Committee meeting was held on December 8, 2016 and it was well attended with good conversation. He said he is working with Lt. Commander George Steffenson at the California Highway Patrol (CHP) to organize the information received at the meeting. Mr. Landon said they will hold another Stakeholders Committee meeting in February or March to go over the information and identify locations where there are clusters of accidents, or different criteria, to see if there are places that they could promote future projects that would alleviate the safety situation along the corridor. He said he would report back any activity in the coming months.

Chairman Jostes said there was a cluster of unfortunate deaths several years ago and then there was increased CHP enforcement along the corridor and some construction work. He understood the death statistics dropped at that point. However, in the last year or so, they have noticed a number of accidents again. He asked Mr. Landon if he had any current statistics to indicate there is a trend in this direction again. Executive Director Landon replied they did not have current statistics at the December meeting, but they are hoping to dig down into the statistics a little to find causal factors, or see if there are locations that may have some sort of roadway issue that is creating accidents. He did not have that information at this time. Chairman Jostes said there was a change in the speed limit and he wondered if the CHP has noticed any difference. Commissioner Scofield stated there was no change in the speed limit. Chairman Jostes clarified it had to do with enforcement. Mr. Landon said it related to their ability to use radar and they

have preserved that ability. Mr. Landon said they have not had a recent radar survey, but he thought the average speed is above the speed limit of 55 mph.

11.2 National Association of Development Organizations (NADO)

Executive Director Landon reported on excerpts from NADO's "*Regional Rural Transportation Planning*" report of July 2016 that was in the meeting packet. NCTC is an associate member of NADO. He said NADO has a branch that coordinates information between the federal government and regional transportation planning organizations like NCTC. He thought it was very unique that NCTC was singled out as a representative agency for the State of California. Mr. Landon said the report has information about the operations of regional transportation planning agencies in 33 states. He was pleased to get the recognition and noted there was a nice photo of downtown Grass Valley included on the cover page of the report.

11.3 California Transportation Commission's (CTC) Highlights of the 2016 Annual Report to the California Legislature

Executive Director Landon noted that the CTC provided their annual report to the California Legislature and the highlights were included in the meeting packet handouts. He said it was interesting that their legislative recommendations, which are seen on the third page of the report, have been somewhat addressed in current legislation. Mr. Landon said he would have more information on this at the March 15th NCTC meeting. He reported that Assemblyman Frazier and Senator Beall have both introduced bills that address most of these funding shortfall issues to a degree. He stated they do not bring the funding level to a point where there would actually be major improvements seen in the system, but they sort of stabilize the "bleeding", as it were, and have it set at a level that would at least try to maintain the system if not improve it. Mr. Landon said by the March meeting he will have had an opportunity to look over those bills, provide a synopsis, and let NCTC know the progress of the bills in the committees at that point.

12. Project Status Reports

A. Caltrans Projects: Cameron Knudson, Caltrans Project Manager for Nevada County.

Mr. Knudson gave a summary of projects listed in the Project Status Report. He brought Kristen Stubblefield from Caltrans Environmental Department who is working with the groups that are doing the environmental studies on the SR 49 widening project. He asked her to report on the status of their work on the project.

- *SR 49 Widening to Five Lanes Starting at the North End of the La Barr Meadows Road Project to just before the McKnight Way Interchange* – Ms. Stubblefield reported their environmental studies are underway and the initial biological studies have not identified any issues that would hold the project up; they look good so far. Caltrans is partnering with Nevada County to work on the air quality study and that is going very well. She said the cultural branch has done their first phase surveys of the whole project limits and they have identified mostly a number of historical mining features that they will have to do second phase investigations on. She said they are currently writing a task order to execute that. Ms. Stubblefield stated that SR 49 is full of historical evidence of mining. They have extended the Project Approval and Environmental Documentation completion dates. Ms. Stubblefield said, from the environmental side, she thinks they are progressing well and she does not see anything at this point that would cause any red flags. They have Private Property Entry permits to do surveys. There are four permits they have not

received responses from, so they may have to go to court with those. Ms. Stubblefield said past history suggests that hopefully by the time they actually are going to initiate court orders, the people do sign at that time. She is hoping that same pattern will present itself here too.

Commissioner Scofield stated they need to continue to look for safety improvements that could be done on SR 49 beyond this long range plan, since it will be years before they actually get this project built. He said the most recent accident that took two lives was not even in that section of the highway. He did not know what could have been done for safety there, but the point that he made at the SR 49 Stakeholder Committee meeting was there was a list of safety projects that were needed and over the past ten or twelve years almost all of those projects have been done. Commissioner Scofield was hoping they could continue to identify areas where those smaller projects could be built to help with safety. He said it was not accepted too well by Caltrans, but he thought they would agree. He does not know how they are going to keep up with the amount of traffic that is on the SR 49 highway, because even when you complete this project, there are areas that are still vulnerable and need to continue to be looked at. Mr. Knudson said they are aware of that and they watch the safety numbers and those concerns too. He said they look for availability of funds and different things that are categorized for specific uses that they can hopefully utilize in some of those situations. He said these concerns are not on the back burner. Commissioner Scofield said the Commission appreciates that.

Executive Director Landon stated he participated in a meeting the previous Friday at the State Capitol and some of the bills that have come out are proposing to continue the Corridor System Management Plan (CSMP), which was the program NCTC was able to get funding from for the SR 49/La Barr Meadows Road project. He stated SR 49 is one of the few rural corridors in the state that has a CSMP in place. Mr. Landon said he would be watching that and keep the Commission posted if it could be a future funding source for these types of projects, as well as the larger widening project. He said these are things that can be done to keep projects moving at a good rate and improve safety, while waiting for the longer term projects.

Mr. Knudson said he submitted the SR 49 widening project for funding from a request for projects in an alternative truck route study. They are looking for rural projects not currently on the trucking route list. He said Caltrans is trying to look for other opportunities for funding and they understand the needs in Nevada County. Commissioner Scofield said SR 49 has become so much safer than it was years and years ago, and yet cars have become faster and because the highway is safer you can drive faster on it. He said when you do have accidents they seem to be much more dramatic, unfortunately.

Chairman Jostes asked what the realistic shelf life is of the environmental studies being done. He asked if ten years from now they would have to do the work again if the project has not been built yet, and wondered if parts of the studies could be salvaged. Ms. Stubblefield replied they have to revalidate environmental studies after 5 years. She said because the environment could change after 10 or 15 years, the area studies will have to be updated at the time of construction. She said one study will not give a project a "go" for 15 or 20 years, since situations on the ground change and they have to be reexamined.

Ms. Stubblefield commented about a safety aspect of this project. She said the project is incorporating a couple of animal crossings, because there has been a push to provide measures for vehicular/ animal accidents in all of their projects. She said this should address at least some of the concerns of getting animals off the highway. Chairman Jostes asked if they are culverts that the animals can move through. Ms. Stubblefield responded they are typically 12 foot by 12

foot reinforced box culverts that are put underneath the highway. She said their environmental group is proposing these structures and identifying the migration data with the topography and accident data in order to put the culverts in the ideal locations. She said statistics suggest that animal crossings are effective, so that is one way they are addressing safety.

- *SR 174 Safety Improvement from Maple Way to You Bet Road* – Mr. Knudson reported they are working on right-of-ways and survey data. He said he and Executive Director Landon would be meeting the next day with a small group that live on Dalmatian Drive to discuss some of their concerns and ideas about the project. He said the design is moving forward and going well.
- *SR 49 Hot Mix Asphalt (HMA) Overlay* – Mr. Knudson said this is a maintenance project to prolong the life of the pavement surface. He said the project went out to bid, the bid is still open, and they should have an award within the next month or so, after they evaluate all the submittals. Construction is scheduled for summer 2017.
- *SR 20 Yuba/Nevada Counties Safety Project to Widen Shoulders and Correct Curves* – Mr. Knudson reported this is a paving project through Smartsville with a small portion of it in Nevada County. He said they will do curve corrections and widen shoulders, as well, and it is a safety project. The project will help make safer the commute from Grass Valley on SR 20 to Yuba City and Marysville. He said it is currently in the design phase and is scheduled to start construction in 2018.

Commissioner Scofield asked if any of these projects were threatened by the lack of funding with the state. Mr. Knudson replied no, they are all funded and ready to go forward. He added that everything seems to be going well so far.

ACTION ITEMS

13. Amendment III to the FY 2016/17 Overall Work Program (OWP)

Executive Director Landon reported there were several minor changes in the FY 16/17 OWP. One relates to the fact that NCTC will utilize the services of a consulting firm to maintain a website for our Traffic Model, so when people have a need to use the model, or see its data, they can access it online. He said NCTC used to utilize services of the Nevada County Department of Transportation, since they had an employee with familiarity of traffic modeling who provided reports for the Commission. That employee is no longer there. NCTC now has a traffic modeling consultant who can keep the model on a website so it is available 24 hours a day. Mr. Landon said staff reduced one line item in the budget and increased another to cover this activity. Commissioner Scofield asked if the Commission would be saving money to use the traffic modeling consultant firm. Mr. Landon replied yes, in this case there was a savings.

Executive Director Landon said staff made adjustments in the equipment budget to purchase another computer and a printer during the current fiscal year. He offered to answer questions.

Commissioner Guerra made a motion to adopt Resolution 17-07 approving Amendment III to the FY 2016/17 Overall Work Program. Commissioner Moberg seconded the motion. The motion passed unanimously with Aye votes from Commissioners Guerra, Jostes, Moberg, and Scofield. Commissioners Arbuckle and Dee were absent, and a Board of Supervisors position is vacant.

14. Adopt Bicycle Master Plan Amendment 1 Final Report

Michael Woodman, Transportation Planner, reported that Amendment 1 to the Nevada County Bicycle Master Plan incorporates information from the Town of Truckee's update to the *Truckee Trails & Bikeways Master Plan* that was completed in September 2015. He said the amendment also incorporates information from stakeholders in eastern Nevada County in regards to the bicycle facilities they desire to see outside of the Town boundaries. He said the draft report was presented to the Board of Supervisors at their October 25, 2016 meeting held in the Town of Truckee and also to the Truckee Town Council at their December 13, 2016 meeting for review and comment. Mr. Woodman stated that NCTC staff worked closely with the eastern county stakeholders, as well as the Town staff, as they updated their plan and he believes the stakeholders are happy with the outcome of the amendment. Mr. Woodman stated the comments received from the Truckee Town Council, as well as Town staff, were listed in the memo handed out in the meeting packet, and the comments were incorporated into the final amendment. Staff recommended approval of the updated report.

Chairman Jostes asked what the life of this study was and at what point is staff required to update the report again. Mr. Woodman replied that the Bicycle Master Plan is updated every five years, so with the next update staff will reach out to coordinate with the Town of Truckee again to update their local plan, so there will not be the disjointed schedules and the need to amend the entire county plan at a later date.

Commissioner Scofield commended Mr. Woodman on his work of the update report and stated there is a lot of good information in the report.

Commissioner Guerra made a motion to adopt Resolution 17-08 adopting the *Nevada County Bicycle Master Plan Amendment 1*. Commissioner Scofield seconded the motion. The motion passed unanimously with Aye votes from Commissioners Guerra, Jostes, Moberg, and Scofield. Commissioners Arbuckle and Dee were absent, and a Board of Supervisors position is vacant.

15. Approval of the Contract with LSC Transportation Consultants, Inc. to Update the Eastern Nevada County Transit Development Plan (ENCTDP)

Transportation Planner Woodman said this is a planning document that is updated every five years. ENCTDP is a short range transit development plan that provides guidance to the Town of Truckee for operation of their transit systems and capital purchases, to ensure their system remains financially viable and sustainable over that period of time. He said NCTC staff received a proposal from LSC Transportation Consultants, Inc. and it has been reviewed. Mr. Woodman asked the Commission's approval of the contract.

Chairman Jostes asked if it had been five years since the last plan update, because he loses track of time, but it seems like the Commission does a lot of studying of eastern Nevada County transit. Mr. Woodman replied that in this case he believed the last ENCTDP update is under four years. He stated because of the situation with the Town of Truckee's previous contractor, Gold Country Telecare, having to exit their contract, and the need to get a new provider onboard with some changes in costs, staff felt it was prudent to move forward with updating the ENCTDP to address the cost increases. Executive Director Landon added that the Town of Truckee is also taking a more aggressive approach to partner with Placer County on the provision of regional services in that area. That was another factor in stepping up the ENCTDP update.

Commissioner Scofield made a motion to adopt Resolution 17-09 authorizing the NCTC Chairman to sign the contract between NCTC and LSC Transportation Consultants, Inc. to update the ENCTDP. Commissioner Moberg seconded the motion. The motion passed unanimously with Aye votes from Commissioners Guerra, Jostes, Moberg, and Scofield. Commissioners Arbuckle and Dee were absent, and a Board of Supervisors position is vacant.

16. Election of Officers

Chairman Jostes opened the election process. Commissioner Scofield made a motion to elect Chairman Jostes to serve another term as Chairman. Commissioner Guerra seconded the motion. The motion passed unanimously with Aye votes from Commissioners Guerra, Jostes, Moberg, and Scofield. Commissioners Arbuckle and Dee were absent, and a Board of Supervisors position is vacant.

Commissioner Guerra stated she appreciates the leadership Chairman Jostes provides for the Commission. Chairman Jostes said thank you and he enjoys working with the Commissioners and particularly with NCTC staff; it is always a pleasure. Commissioner Scofield said Chairman Jostes has done a very good job. Chairman Jostes said the work is very interesting and he and his wife love the community and have lived here 18 years, so it is nice to be able to support the community in this way.

Chairman Jostes opened up nominations for a Vice Chairman. Executive Director Landon noted that Jason Fouyer had served as the Vice Chairman in 2016, but he has not been reappointed to serve as Commissioner from the City of Grass Valley. Chairman Jostes asked for a volunteer or a nomination. Commissioner Scofield made a motion to elect Commissioner Guerra as Vice Chairman. Commissioner Moberg seconded the motion. The motion passed unanimously with Aye votes from Commissioners Guerra, Jostes, Moberg, and Scofield. Commissioners Arbuckle and Dee were absent, and a Board of Supervisors position is vacant.

COMMISSION ANNOUNCEMENTS

There were no Commissioner Announcements.

SCHEDULE FOR NEXT MEETING

The next regularly scheduled meeting of the NCTC is on March 15, 2017 at the Nevada County Board of Supervisors Chambers, 950 Maidu Avenue, Nevada City, CA starting at 9:30 a.m.

ADJOURNMENT OF MEETING

Chairman Jostes adjourned the meeting at 10:09 a.m.

Respectfully submitted: Antoinette Perry
Antoinette Perry, Administrative Assistant

Approved on: March 15, 2017

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