



# NEVADA COUNTY TRANSPORTATION COMMISSION

Grass Valley • Nevada City • Nevada County • Truckee

## MINUTES OF MEETING July 17, 2013

A meeting of the Nevada County Transportation Commission (NCTC) was held on Wednesday, July 17, 2013 in the Grass Valley City Council Chambers, 125 East Main Street, Grass Valley, California. The meeting was scheduled for 9:30 a.m.

Members Present: Nate Beason, Jason Fouyer, Ann Guerra, Sally Harris, Larry Jostes, and Ed Scofield

Members Absent: Carolyn Wallace Dee

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

There was no public comment.

### CONSENT ITEMS

Commissioner Beason requested that Items #3 and #7 be pulled from the Consent Calendar for individual discussion.

1. Financial Reports

A. April 2013 and May 2013. *Approved.*

2. NCTC Minutes

May 15, 2013 NCTC Meeting Minutes. *Approved.*

4. Allocation Request from the City of Grass Valley. Adopted Resolution 13-22 approving the allocation of \$319,079 of Local Transportation Funds (LTF) to the City of Grass Valley for transit/paratransit operations during FY 2013/14.

5. Allocation Request from the City of Nevada City. *Adopted Resolution 13-23 approving the allocation of \$77,368 of LTF to the City of Nevada City for transit/paratransit operations during FY 2013/14.*
6. Allocation Requests from the Town of Truckee. *Adopted Resolution 13-24 approving the allocation of \$401,287 of LTF to the Town of Truckee for transit/paratransit operations during FY 2013/14; and allocation of \$119,688 of State Transit Assistance (STA) Funds for transit/paratransit operations for FY 2013/14.*
8. FTA Section 5311 FFY 2013 Revised Program of Projects (POP). *Adopted Resolution 13-26 approving the FTA Section 5311 Federal Fiscal Year 2013 Revised Program of Projects.*

Commissioner Fouyer made a motion to adopt the Consent Calendar minus Items #3 and #7. Commissioner Guerra seconded the motion. The motion passed unanimously.

#### ITEMS PULLED FROM THE CONSENT CALENDAR

3. Allocation Request from Nevada County. *Adopted Resolution 13-21 approving the allocation of \$1,650,073 of LTF to Nevada County for transit/paratransit operations during FY 2013/14; and the allocation of \$42,909 of Community Transit Services (CTS) Funds for operations of paratransit services for FY 2013/14.*
7. Allocation Request from Gold Country Telecare, Inc. – Allocation request of \$70,000 from CTS Funds for operations of paratransit services for FY 2013/14. *Tabled for further discussion at the September 18, 2013 NCTC meeting.*

Commissioner Beason requested Executive Director Landon explain how CTS Funds work, i.e. who is eligible, etc. Executive Director Landon responded that CTS Funds are set aside from the Local Transportation Fund, and NCTC may reserve funds for community transit services that are for intra-community public transit or paratransit services. The funds can also be used for services that are exclusively for elderly and/or disabled persons. The Commission also has the authorization or authority, if they so choose, to find that these funds could be better utilized for public transportation purposes, and could use the funds, for example, for the Gold Country Stage. Mr. Landon reported that historically the funds have been claimed for paratransit service operations in the western part of Nevada County. He said the Town of Truckee is also preparing a claim to be submitted to NCTC at a later date for similar services to be used in Truckee in FY 2013/14.

Executive Director Landon explained that a portion of the documentation that is required for a CTS claim is that there needs to be a statement attesting that the agency is responding to a transportation need that is not currently being met within the community of the claimant. He said, in the current case, there was discussion with Transit Services Division and with Gold Country Telecare, and in the Telecare claim they are looking at meeting the needs of seniors, whereas the Gold Country Lift, which is the paratransit provider under the county contract, is meeting the needs of ADA (Americans with Disabilities Act) certified clients within the ADA service area and extended service area. Mr. Landon said that is the differentiation between the two. He stated, as they get into the discussion on Item #7, the Commission will see in the resolution that there are some safeguards, or requirements, to indicate there will not be overlapping or competing services between the two paratransit providers.

Commissioner Beason said he was coming at this discussion from a business standpoint. He noted that in Item #7 Gold Country Telecare is asking for \$70,000, and he questioned since the county just entered into a new contract with paratransit services, why the money would not be utilized there. Commissioner Beason said also with the Gold Country Telecare resolution and attachment, it mentioned \$180,000 for group theme rides and he understood they would be charging \$6. He asked what a "group theme ride" was and he stated he did not know if that many people would take group theme rides. Executive Director Landon said he would have to defer to someone with Telecare to define a group theme ride. He answered the first question by explaining that the service area that is shown in the packet is the area that is served by Gold Country Lift and that was for ADA certified clients within that area. Executive Director Landon went on to explain that Gold Country Telecare would be serving non-certified clients (i.e. seniors 60 years of age and older) throughout western Nevada County. Commissioner Beason asked if Gold Country Stage could serve that group of individuals. Executive Director Landon said potentially, if Gold Country Stage is close enough, yes it could. He said Gold Country Telecare is looking at providing service beyond the area that is served by Gold Country Stage. Commissioner Beason questioned that some of the money would go towards the theme rides. Mr. Landon deferred to Gold Country Telecare staff to answer the question.

Dave Walker, Executive Director for Gold Country Telecare, said he should apologize for putting the term "theme ride" on the proposal. He explained that for Telecare to be efficient they will not be able to give rides to one or two people because it is costly to take a large bus out to outlying areas to pick up one or two people. He said to think of "themes" such as rides for shopping for seniors starting at possibly Lake of the Pines or Alta Sierra, in which those organizations will help group the rides to potentially have a half-full bus, or more than a half-full bus, to a particular location. Mr. Walker said, as Mr. Landon indicated, Telecare is looking at not competing with the Gold Country Lift at all, as they plan to give senior clients rides that live outside the ADA area that is covered by the Lift. He said they are focused on serving an area that is unserved at this moment, and Telecare is looking for some assistance in those areas to make the rides happen. Commissioner Beason commented that was the real issue; is NCTC going to invest this funding to seniors who are not served. He said if they are not being served, it is important, but if it creates "themes", he is uncertain how effective it will be.

Commissioner Guerra said originally she was concerned about seniors versus ADA qualified, but when she heard Commissioner Beason's questions it occurred to her that the area in question is throughout western Nevada County and she realized there could be a competition issue with Gold Country Stage. She said if a senior does not qualify under the ADA and lives within the service area served by Gold Country Stage, why would they not be riding the Gold Country Stage; how would Telecare not be competing with the fixed route system. Commissioner Guerra posed the question to both Mr. Walker and Executive Director Landon because the letter from Gold Country Stage talks about all areas of western Nevada County serving people over the age of sixty. Commissioner Guerra said they have been thinking of paratransit, but if there is talk of an unmet need or unserved population, certainly people sixty and older can ride the Gold Country Stage. Executive Director Landon said if someone lives in Lake Wildwood, they certainly can access the Gold Country Stage to come into town. He added if they have an appointment at a specific time, say at a doctor's office, the Stage may or may not work for them. He said the Stage ride would certainly be less expensive than a ride on Gold Country Telecare. Commissioner Beason asked if Telecare could get a group of people from Lake Wildwood or Penn Valley that want to go shopping, then Telecare would pick them up and let them out and pick them back up at a certain time. Mr. Walker said that was correct. Commissioner Beason asked if Telecare had done market research to show that there is sufficient desire to use their services. Mr. Walker said they had. Commissioner Beason wondered if it was possible to ease

into the process and see how it works. He asked if all of the \$70,000 had to be paid out up front. Executive Director Landon said no. As indicated in the resolution, the money would be disbursed as it is received and the first payments for FY 2013/14 would not come in until September. Mr. Landon added that staff would also monitor the rider list for Gold Country Telecare to insure there is no overlapping and competing service. He said if competing services were found, it would be brought back to the Commission for further consideration. Telecare is already engaged in their service, but based on the approval of the allocation, staff would begin to receive ridership data from Telecare so it can be verified who they are serving. Commissioner Beason said the thought is there is an unmet need that Telecare's services will fill that the Commission is not aware of; people who do not have access to transit. Executive Director Landon replied that is the supposition and this is one way of determining what the size of the need is.

Commissioner Harris clarified that the resolution appears to be for the year for \$70,000. She asked if the Commission has the ability to approve \$20,000 and see how it goes. Commissioner Guerra said there is the monthly review stated in the last paragraph. Commissioner Beason said he would like to be able to review the process. He would like to be sure there is a market that will support the services if the Commission is going to invest the money. He said the resolution appears to allow the Commission, on a month-by-month basis, to measure the effectiveness and the Commission could determine at that time if they wanted to continue. Executive Director Landon said the current language in the resolution states that payments would be made as monies become available, and that the review would occur if there was overlapping service. He said if the Commission wanted to add language to indicate that farebox recovery would be reviewed, or other operational data, and then make a further determination at that point, he indicated that would be acceptable.

Chairman Jostes questioned if the service, which was yet to be measured, would add staff and equipment to carry out the functions. Mr. Walker said staff would not be added; they still have employed the staff that was used when Telecare did the paratransit service for the county and they also have those buses. He said at this particular point, until that is overutilized, Telecare is not anticipating adding any others. Chairman Jostes said his question was if there is no ridership then there is no cost, and if there is ridership there is no cost. He added, if Telecare has the staff and the equipment, it may be underutilized at this point, but he did not understand why there were incremental costs to provide this service if they already have the employees and equipment. He asked if it is for gasoline. Mr. Walker replied that it is for gasoline and maintenance and wages; they do not have any subsidies at this time.

Commissioner Guerra said she was still concerned about the competition factor and questioned that this service would be used to serve needs that are not currently being met. She would like to add performance measures to include geographic service areas, as in areas not currently serviced by public transportation, or hours. She is not convinced that there is an unmet need, unless it is people who do not have access to either the Gold Country Lift or Stage. She would like to be sure that Telecare is serving people who cannot be served by these other services. Executive Director Landon said the detail level is not stipulated in the resolution, but he quoted the third BE IT FURTHER RESOLVED in the resolution that states: "... that this allocation will be used to provide service to seniors (age 60 or older) in western Nevada County, and will not be used to provide service to Americans with Disabilities Act (ADA) certified clients in the ADA service area as defined by the Nevada County Transit Services Commission in the attached map, unless Nevada County Transit Services Division requests assistance to meet the needs of ADA certified clients when Paratransit Services does not have hours or resources to serve their needs." Mr. Landon explained that the idea behind that would be that they would receive monthly lists of

riders and their locations and destinations, and they would be able to verify where they were being served and if they were ADA certified clients or not. Commissioner Guerra said she was also thinking of the Gold Country Stage portion, since if there is already a system that is serving people in the same service area, she thought that felt like competition to her (i.e. that people could ride either Gold Country Stage or potentially the Lift). She said the area that to her feels "unmet" would be people who are geographically unserved or hours when service is not provided. She would like to see that comparison; are they serving people who currently have no access to transportation or are they just making it more convenient for a certain age group who can afford the \$6.00 to \$8.00 instead of the \$1.00 for a less convenient service.

Commissioner Scofield said the last Transit Services Commission (TSC) report noted that Gold Country Telecare still did not meet the 10% farebox ratio. He said there is obviously no room for competition here. He thought if Telecare is going out providing riderships in areas such as Alta Sierra, where it goes beyond the corridor, he said that was wonderful. He did not want to see any competition, such as someone who would normally ride the Lift, but Telecare gives them a ride, even though it would cost the client more. He thought he was saying the same thing, that is, you have to play by the rules or the Commission will not fund them.

Commissioner Harris noted that there are two NCTC Commissioners who are not on the TSC and stated this subject was talked about extensively at the TSC meeting. She clarified that the money goes through NCTC, but the oversight of the Gold Country Stage and the Lift goes through the TSC. She thought, going forward, it was needed to have more reporting to understand it and ensure it is not competing, and the reports needed to be given to both NCTC and the TSC because there is the knowledge and consistency about the public transportation system.

Commissioner Fouyer repeated that it was stated through market research that there is this unmet demand. He asked how Telecare will go out to get riders to get on their buses. He imagined there is not an instant peak that there are riders, but rather a slow process. He asked how it would be measured if they have made some projections for the first quarter, the second quarter is a certain amount that would escalate, to the third quarter, etc. He asked if Telecare has done that, and what did they expect. Dave Walker responded that they have projections, but at this point the numbers are only projections. They have letters of intent from population centers that are not served or are underserved, and they are not in competition with the ADA, since Telecare would not be carrying ADA clients. Mr. Walker said it was his understanding that no one was applying for an ADA certification outside the area, because there is no availability for ADA transportation outside of the ADA area. He stated that theoretically everyone in an outlying area has no ADA certification, so by process of elimination it makes it very easy to say they are not carrying ADA clients. He said they use the term "60 and older" because that is the market they can reach now in the area they are covering. He added they are not limited, other than by the Telecare Board, to 60 and older clients, but that is more than enough unserved people. Mr. Walker said over one-half of the population in Nevada County are over 60 years old. Commissioner Beason corrected him and said it is 25% of the people over 60 years old, and 20% over 65 years old, which is high.

Chairman Jostes said since this is a new service, he questioned if Telecare was planning to advertise and go out to the community telling them of a new service they will start providing. Dave Walker replied absolutely, and they plan to use population centers and their cooperation first to get the word out, since it will get out much quicker that way than individual marketing.

Executive Director Landon addressed Commissioner Guerra's question regarding geographic area and referred to the map in the agenda materials. He directed them to look at the Alta Sierra

area and stated that Gold Country Stage does not go very far into that area. He said someone living on Gary Way may not be disabled, or unable to access the Gold Country Stage, but to get from Gary Way to Alta Sierra Drive where the bus stop is would be a daunting task. He said, as long as the person was not ADA certified, that scenario would be someone eligible to be picked up by Telecare. Mr. Landon went on to explain that the light green area on the map is what is currently served by Gold Country Lift for ADA certified persons. Therefore, if you were not ADA certified and living in that light green area, you would be eligible to ride Telecare. Commissioner Harris asked, if she were a senior living in downtown Nevada City, and maybe she had a disability, but she liked the idea that instead of paying \$0.75 or \$1.50 to ride Gold Country Stage, she could have Telecare pick her up at her front door for \$6.00. She asked if that was correct and if Telecare had a shopping event, could she be a part of it. Mr. Walker replied as long as she was not ADA certified, that would be her option. Commissioner Harris said this decision was important because public money was being used and she felt a little uncomfortable about the potential competition of the services.

Commissioner Guerra wondered if Telecare took someone from the outlying area, would they be taking them to a destination within the service area, or would Telecare be connecting them to the other public systems. Mr. Walker said obviously the efficiency of taking them to another public system would be encouraged, but they would be taking the client to wherever they needed to go in Nevada County for efficient access.

Chairman Jostes asked if there were a way to move this item forward, such as pulling it, and was there some action that the Commission would want to ask be taken to revamp this item. Commissioner Beason replied that he was the person to pull the item from the Consent Calendar and he had most of his questions answered, but then another question was raised by Commissioner Guerra. Commissioner Beason said when he thinks of unserved areas he thinks of North San Juan, Chicago Park, and Washington, which are long trips. He said people living in Lake Wildwood can take Gold Country Stage, and he asked if the frequency of trips to Penn Valley was increased recently. Commissioner Beason was trying to understand and asked if they would advertise in Lake Wildwood saying they would take everyone to Nevada City or Grass Valley to go shopping on a certain day and pick them up at 9:00 a.m. and bring them home at 3:00 p.m. Mr. Walker responded that Telecare envisioned the advertising would be done by Lake Wildwood and it would not include any ADA certified clients. Lake Wildwood would sponsor a shopping trip somewhere and direct people to meet at the clubhouse at a given date and time. Mr. Walker said North San Juan needs to be covered also and they do not anticipate providing a daily service, but they would work with people who are scheduling to meet out there currently, and Telecare would possibly provide group rides two or three times a week at various times. Commissioner Beason asked how it would be handled if an ADA certified person showed up in Lake Wildwood to go on the group ride with others; would they tell them they cannot go on the Telecare bus. Mr. Walker said that person would not qualify to ride with Telecare. Commissioner Beason said there is a potential to have some unhappy people.

Commissioner Harris said one thought would be for the Commission to approve the request, but restrict it to only serving outside the ADA corridor or outside the hours Gold Country Stage and Lift operates. She asked if that would still be viable for Telecare. Mr. Walker replied it would be viable for Telecare and he thought it was within the Commission's purview to do that. He said the Commission would have to take into consideration the people who live within the ADA area and that they are not offering them access to Telecare, but only offering service to people outside of the area. He did not know if that was fair, just, and equitable either, but that would be up to NCTC. Commissioner Harris thought it would be something to consider because people living within the two green zones do have options that people outside do not have, so that would

be a possibility to move this forward. She reviewed that the parameters would be for Telecare service to be outside both corridors or outside the hours of service currently offered.

Commissioner Scofield said he was looking at Alta Sierra on the map and the light green area, and he knew of several people in Alta Sierra, based on what has been said, that would not be served by Gold Country Stage or Lift. He said, in that sense, Telecare would be a wonderful service. He said the real question would be if there is really enough business that Telecare would be able to stay in business without those areas in the service. Commissioner Beason said there is a law regarding public competing against private service, and he was hoping they would not be backing into that issue. Commissioner Scofield said the people he knows are not trying to get a ride to a Gold Country Stage bus, but they are looking for rides into town. Executive Director Landon added that most of the service studies indicate that a quarter mile is about the distance people are willing to walk to access a public fixed route, so that might have some bearing on when you are carving out an area.

Commissioner Beason said, if we can serve more people, then we should. On the other hand, what if the reports from Gold Country Stage come in that the fare box ratio is 7.5%, it will tell the Commission something. He wondered if they would be confusing people even more than they have been already. Commissioner Beason asked how fast NCTC would have to move on this application for funding, one way or the other. Executive Director Landon said there is no requirement as far as NCTC's approval at any certain time. As he indicated, the first funding for this fiscal year would not become available until September. Commissioner Beason said NCTC could look at it again, because he thinks there are more questions than there are answers currently. Chairman Jostes asked if it would be possible, based on the discussion and questions that have been asked and answered, that this item be reformulated in some way to be more responsive to the concerns of the Commissioners. He thought it would be good to define more specifically the service and the locations, etc., in order to address some of the issues that were raised. Commissioner Harris said this should also be directed to be on the TSC agenda, as well as the NCTC agenda; not for action, but to get input to this on the same day. Commissioner Guerra said, in terms of the geographic area, she would support the quarter mile for non-ADA certified clients. Commissioner Scofield said his mother lives within the city limits of Grass Valley and she has used Gold Country Telecare and is now using Gold Country Lift. He said she is 87 years old, but he does not think she is ADA certified. He could see her calling Telecare because they are more prompt, and that would truly be a competition, but Telecare is saying she is 60 years or older so they could have her as a client. Commissioner Scofield said that was the point; NCTC does not want his mom to be Telecare's client. Dave Walker asked for clarification on this and said unless the person is ADA certified by the Transit Services Division, the Gold Country Lift should not be carrying her at all. Executive Director Landon clarified that the ADA certification is not really a physical disability, it is more an inability to access the Gold Country Stage. Therefore, if Commissioner Scofield's mother cannot walk a block and wait in the sun for the Stage, then she could be certified as ADA eligible.

Chairman Jostes said there were issues that need to be resolved on the document pertaining to Item #7. Commissioner Beason made a motion to table Item #7 until more succinct information could be obtained and also have the item presented at a Transit Services Commission meeting for discussion. Commissioner Harris seconded the motion. The motion passed unanimously.

Executive Director Landon clarified that the Commission would like staff to come back with more definite service definition and geographic locations, as well as include it on the TSC agenda. Commissioner Beason said what he had in mind was staff coming back and telling NCTC that they think there is an unmet need that the services of Telecare will provide that do

not overlap and compete with Gold Country Stage services or Gold Country Lift paratransit services.

Chairman Jostes asked if the discussion covered both items pulled from the Consent Calendar. Executive Director Landon said Item #3 is an allocation request from Nevada County for \$42,909 of Community Transit Services funds, as well as a claim for \$1,650,073 of LTF funds. He said the Commission could move forward on this item. Commissioner Beason made a motion to adopt Resolution 13-21 approving the funds as stated. Commissioner Harris seconded the motion. The motion passed unanimously.

## INFORMATIONAL ITEMS

### 9. Correspondence

There were no comments or discussion on correspondence items.

### 10. Executive Director's Report

#### 10.1 I-80 Corridor System Master Plan (CSMP)

Executive Director Landon reported that he is continuing to participate in the I-80 CSMP, which he hopes will bring federal dollars into the corridor; particularly the portion of the corridor that goes through Nevada County and eastern California. He said it is a multi-state consortium that is working to identify improvements throughout the corridor from San Francisco to Cheyenne, Wyoming. Commissioner Guerra commented that she was pleased Executive Director Landon was participating in the I-80 CSMP.

#### 10.2 2014 State Transportation Improvement Program (STIP) Schedule

Executive Director Landon stated staff has received the schedule for the 2014 STIP, which is their opportunity to nominate projects for state funding. He said as the schedule is laid out, he would anticipate coming to the Commission in September with some initial funding information, and in November for approval of any project nominations.

#### 10.3 Eastern Nevada County Transit Development Plan (ENCTDP)

Executive Director Landon reported the ENCTDP is being concluded and everything is moving forward.

#### 10.4 Transportation Funding: Where Are We?

Executive Director Landon noted that he developed this information to help the Commissioners understand some of the complexities with regard to state and federal funding and transportation. He hoped it gave them some insights. He said his recommendation regarding this would be to stay engaged in the dialogue at both levels, with the hope that as changes are proposed in funding status, they will be able to influence and ensure that rural areas receive an appropriate amount of funding. Commissioner Guerra found the information enlightening and was very much in support. She appreciated Executive Director Landon's involvement in these areas because he has been so effective on the Commission's behalf and on behalf of the other rural areas in California. She said he is very low-key about it, but his impact has been tremendous and she thanked him.

Commissioner Beason asked if they are lowering the threshold for local transportation tax. Executive Director Landon said that is a proposition that was put forward by Transportation California. Commissioner Beason said there are eight bills in the California Legislature that will lower all local measures to 55%. He said he did a study of Nevada County and with activity of ten years every local measure, whether it was two-thirds or a 55% measure, at least 85% of them got at least 55%. Commissioner Beason said they think of the numbers of special districts Nevada County has; you can see what is coming. He said he honestly believes that this is one of the legislature's steps toward laying the funding of certain projects and programs on the locals, so they could have more latitude with the state budget.

#### 11. 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 project construction is about 95% complete. He reported the only two items remaining to do are the open grade asphalt concrete and the final thermoplastic striping. Based on his discussion with construction staff, the contractor would be starting the final work the following week, and they hope to complete the work by the end of July.
- *SR 49 Minor A SHOPP Operational Improvement Project at Carriage Road and Ladybird Drive* – Mr. Bajwa said the environmental document has been completed and Caltrans has received the necessary environmental permits, such as 404 Army Corp of Engineers Westland and Water of USA permit, 401 Regional Water Quality Control Board permit, and 1602 Department of Fish and Wildlife Service Streambed Alternation permit. He reported that design work is complete and utility verification has also been completed; they thought there might be an impact, but apparently not. He said the California Transportation Commission (CTC) will allocate the funds in October. Mr. Bajwa said there is no September CTC meeting and Caltrans could not submit the project for the August CTC meeting due to constraints they were waiting on to be cleared. They will go out to bid after they receive CTC approval for funding. The first order of work will be to remove the trees, which is only allowed between September and February because of the migratory bird act; otherwise a biologist must be on-site.

Commissioner Beason asked Mr. Bajwa if the construction date is still planned in the summer of 2013 pending funding, as was stated in his report. Mr. Bajwa said the project will be advertised right after the allocation of funds is approved in October; it takes about two to four weeks to advertise a project. He said then it takes another two to four weeks to open the bids and award the contract; therefore, that takes the project into the winter months of November or December. Then they can start removal of trees. Mr. Bajwa said since there are permits on the project, there are certain constraints that are put on Caltrans, such as water quality. He said if there is rain, the contractor will not be able to dig and remove dirt. Commissioner Beason asked if that has been factored into the cost of the project. Mr. Bajwa replied yes, that has been factored in. He stated the trees can be removed because it does not disturb the soil. Commissioner Beason said he thought the project consisted of turn pockets and fog line improvements. Mr. Bajwa said that would require they dig into the dirt, which is difficult to do in the winter months. Commissioner Beason said he did not understand the need to remove trees and asked how many trees needed removal. Mr. Bajwa said there are trees and tall brush that the birds could nest in and they all need to be removed. Chairman Jostes said even though it is just a turn lane, he asked if the

construction footprint goes out beyond the road into the trees. Mr. Bajwa replied, yes, because they have to fill in an area so they have to bring in dirt and it is affecting ditches and trees.

Commissioner Scofield asked if the Commission could see the design of the project. Mr. Bajwa replied that he would send the layouts to Executive Director Landon and he offered to sit down with them and bring the Caltrans engineer to explain the plans. Commissioner Scofield said that would not be necessary; he was just unclear as to the specific work to be completed. Commissioner Beason commented that it appeared to be more extensive than what was initially discussed four years ago. Mr. Bajwa said Caltrans initially thought they could go in and easily add in a little pavement to the existing system, but it has become more difficult and involved than originally thought. Commissioner Harris thought maybe the Commission could direct Mr. Bajwa to show them the design of the project at the next NCTC meeting. Commissioner Scofield said he would just like to see a design drawing of the project. Mr. Bajwa said Caltrans encountered some unforeseen environmental issues that had to be dealt with. Commissioner Scofield commented that it was probably realistic to say that construction would occur in 2014.

- *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 construction started June 3<sup>rd</sup>. In the Penn Valley area the open grade asphalt and final striping will be completed by mid-August. The work from Deadman's Flat to Idaho-Maryland Road in Grass Valley is ongoing and that is the area that will require the most time to complete, which is estimated for completion on October 3<sup>rd</sup>. He said from Brunswick Road to SR 20/49 junction in Nevada City that work will be done by mid-August. Mr. Bajwa said most of the work will be done at night, except some of the ramps that will be closed for 24 hours with detour plans in place. He said they asked the contractor to not work in that area the week of the county fair in August.

Commissioner Harris said she thought it was at the previous NCTC meeting there was a more detailed schedule on when different locations were to be worked on. She thought the Nevada City portion of work was to be completed by this date, but that obviously changed because it is only half way done. She asked for an updated schedule. Mr. Bajwa said the Nevada City area should be done by early August according to the resident engineer. Commissioner Harris said the residents who live near the freeway are being awakened at 4:00 a.m. Mr. Bajwa asked that people be patient and the project would be ending soon. Chairman Jostes remarked that he thought they were doing a good job at not impacting traffic and keeping vehicles moving since he was only detoured one time at an entrance ramp. Mr. Bajwa thanked him for the comment and said he would pass on that encouraging remark to the construction staff.

Commissioner Scofield referred to the comment regarding the contractor not working on the project the week of the county fair and stated that Caltrans did not need to go that far; the biggest concern would be the intersection of SR 20 and 49 at Empire Mine Road. He said if the contractors are working in Nevada City or Penn Valley that would be fine. Mr. Bajwa said he would work with the contractor to be sure all lanes are open in that area.

Commissioner Harris commented that Teichert Construction won the bid on the Nevada City Measure S road rehabilitation projects and they are able to do this because they are already here working on this larger Caltrans project. She was pleased because Teichert Construction does excellent work.

- *SR 49 Shoulder Widening from Old Downieville Highway to Newtown Road* – Mr. Bajwa reported they are going through the environmental phase and they are preparing a

mitigated Negative Declaration mid-level document due to wetlands that are present at the project location. He said the public comment period is closed and the final environmental clearance is expected this month. Caltrans will finish the design and they plan to advertise the project in spring 2014. Mr. Bajwa said there is CMAQ funding involved in the project and Caltrans Minor A SHOPP funds. He reported it is helpful when local funding is available to leverage state funds.

Commissioner Harris said the project has been delayed for various reasons and she questioned if there was any danger of losing CMAQ funds because of the delay. Mike Woodman, NCTC Transportation Planner, said the funding for preliminary engineering phase has already been obligated, so this delay will not impact the project schedule. He added that spring 2014 is when the construction funding is programmed in CMAQ. Mr. Bajwa said the state has to obligate their funding first and then the Federal Highway Administration (FHWA) obligates the federal funds to the project. When Caltrans sends a fund request to the CTC for state funds, at the same time they will send the information to FHWA and they can obligate the CMAQ funds. Commissioner Harris asked if the \$800,000 annual CMAQ funds are in good shape of not losing any of it and will all of it be utilized under the specifications and priorities the Commission has addressed. Mr. Woodman replied that is correct; at this point-in-time the program looks like it is fully funded.

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

- *Dorsey Drive Interchange* – Trisha Tillotson noted in the meeting handouts there was a memo from the City of Grass Valley and a flyer with up-to-date monthly activities of the Dorsey Drive Interchange project. She said three of the four ramps are rough graded, structure work is on schedule, soundwalls and retaining walls are under construction to minimize the construction impact to the neighbors, and storm drain work and sidewalk work on the south side of Dorsey Drive was starting that week. She reported that overall the project is on schedule and within budget. There have been a few contract change orders discussed and one has been issued for a sewer lateral that was found in the ramp going towards Brunswick. She said it is a minor issue in the grand scheme of things and costs about \$12,000. Ms. Tillotson said the city is tracking change orders on the construction very closely. She said there will be minor issues, such as a few locations where the sidewalk is going to have to be jogged on Dorsey Drive, and that will be an easy fix with a minimal additional cost if any. She stated that the contractor and the city are working together very well. Ms. Tillotson said Caltrans has been very responsive and they have been assisting the city with material reviews, etc. The city has submitted their first invoices to the state and they should be getting processed. She thought that was a major step. She indicated that, regarding public outreach, the project website has been updated multiple times, they do e-blasts, and send notifications, such as what was in the handouts, articles in The Union newspaper, and on the radio also.

Commissioner Beason questioned what the final outcome was about the height of the overpass since at one point Caltrans was going to grind down the highway pavement or raise up the overpass to increase the clearance space for vehicles. He could not remember what was decided. Ms. Tillotson said the plans are to do a minor widening with the idea that oversized vehicles can now go up an off-ramp and down an on-ramp, rather than redoing the entire overpass to change the clearance. She said it was a huge cost savings to eliminate that from the plans.

Chairman Jostes asked if they were comfortable with their cost trending for the whole project at this point. Ms. Tillotson replied yes. Commissioner Scofield said as an observer he is really

impressed with the progress of the project. Commissioner Fouyer said, on the Economic Resources Council tour, it was interesting to see the impact locally that this project has. He said HDR, the city's consultant, is sharing office space with H&K in Nevada City, which has opened up doors for H&K to partnerships with HDR. He said it was nice to see Hansen Brothers on the project site with their concrete trucks. Commissioner Fouyer was pleased to see the economic benefit for the county with the Dorsey Drive Interchange project as it is being built, as well as the future impact on this area. Ms. Tillotson said McGuire & Hester is sharing offices with Geologic on Spring Hill. Commissioner Fouyer said a couple of the men who work for McGuire & Hester are actually living here locally; he has seen their trucks at homes on Ridge Road.

C. Becky Bucar, Town of Truckee Associate Engineer.

- *SR 89 Mousehole Pedestrian Undercrossing Project* – Executive Director Landon said Becky Bucar was unable to be at the meeting and Commissioner Dee from Truckee was also unable to attend the meeting. He reported that as of the end of June the design was 95% complete. They have identified three minor utility relocations that will be addressed with the project. They have permits to enter and construct at the Donner Creek Mobile Home Park driveway. Mr. Landon reported the Town has submitted an application for a TIGER grant, but the TIGER grant process is not looking very favorable for anyone since it is a reduced amount and the Town does not really expect to see that come through, but they made the effort nonetheless. There is a \$1.5 million shortfall for construction that the Town will be addressing in the coming year.

Chairman Jostes said his main concern on this project is that they continue to sink costs, and he wondered if there was a light at the end of the tunnel that guarantees that this is going to come out. He said he knew that no one has the answer, but the final monies and the final approval from the railroad are troubling. Commissioner Harris said the Town of Truckee is very committed to this project, and with the economy picking up, they expect to get the funding completed. Chairman Jostes said being committed is great as long as you have the money and the approval to do it. He thought the Commission should watch to be sure they do not get too deep into the hole and cannot get out.

## ACTION ITEMS

### 12. Final Nevada County Bicycle Master Plan Update

Transportation Planner Mike Woodman introduced Charlie Alexander, the Project Manager from Fehr & Peers. Mr. Woodman said the final Bicycle Master Plan (BMP) is the culmination of the planning effort conducted by Fehr & Peers, which included public outreach through an online user survey and two public workshops held in Nevada City and Grass Valley. He said the input received from these sources, as well as the input from the jurisdictions was incorporated into the draft report and that was then made available for public review and comment. Mr. Woodman said all the comments received were addressed and incorporated into the final plan as appropriate. He received a phone call the previous Monday from a representative of Seven Hills School Bicycle Recycle Project and they would like to have some information regarding their ongoing project mentioned as an education and support program in the BMP. Mr. Woodman said that was an easy addition that could be made into the report and he asked the Commission to consider that request and include it with the motion for final adoption of the plan.

Charlie Alexander highlighted a few of the modifications that were made in the final report. He reminded the Commission that this is the long term plan for the bicycling infrastructure in

Nevada County that covers the unincorporated county areas, City of Grass Valley, and Nevada City. The Town of Truckee has its own Trails and Bikeways Master Plan that is independent of this report, but their plan is referred to in this document. Mr. Alexander stated that the purpose of this document in many ways is to comply with the California Bicycle Transportation Account. To qualify for the funding available in that account you must have a plan that is no more than five years old. He said they made several minor changes to the document, mostly to improve its utility for agency statistics and to use it more easily over the next five years. It was also to make the plan more straight forward for members of the public.

Charlie Alexander stated that the first thing added to the draft was a short Executive Summary that covers the county's Vision Statement for bicycling infrastructure, key findings and recommendations, the cost of the proposed projects and priority projects, and a statement about interagency coordination. He said in the Introduction they added a discussion of the economic benefits of bicycling. In the Goals and Objectives they added a Vision Statement, which is the same Vision Statement that is in the Executive Summary and reflects the long-term goals for bicycling. In Chapter 3, Existing Conditions, they revised the mileage of existing bikeways to reflect the existing shoulder projects that have been constructed on rural county roadways. Mr. Alexander stated the effect of that is the existing bikeway mileage goes up significantly compared to the draft report. In Chapter 5, Proposed Network and Improvements, they added the map proposed by the Town of Truckee that appears in their currently adopted Trails and Bikeways Master Plan. They also added Tables 5-1 through 5-4 that summarize the proposed projects and prioritizations. He said, for projects in the unincorporated county, they distinguished in the tables between the projects that are on county roadways and projects that are on Caltrans highways. Mr. Alexander added they made several minor text edits throughout the document that were pointed out. They will also add the information that Mr. Woodman mentioned about the bicycle recycle project as a part of the final report.

Commissioner Fouyer said he heard from a local supporter who was ecstatic about the Bicycle Master Plan and they will be holding the City of Grass Valley accountable to following up on the recommendations in the BMP. Mr. Woodman said the next steps, if the Commission adopts the report, will be for staff to take the report to each of the jurisdictions for their adoption by resolution. He said, once that occurs, staff will submit the report with all of the resolutions to Caltrans Bicycle Transportation Facilities Unit, and then all the jurisdictions will become eligible for the funding source at that point-in-time. Mr. Woodman said since staff will be making a text modification and will need to pull a page to add text, he asked the Commissioners to give him their copies of the BMP to make the addition as noted.

Commissioner Fouyer asked about the potential funding source and what kind of money they are looking at. Mr. Alexander responded that the Bicycle Transportation Account (BTA) is \$7.2 million annually, which is not a huge amount of money that is divided across the state. He said one thing that was important to note is that having projects in your adopted and approved Bicycle Master Plan does help the ability to apply for other funding sources. He said they are waiting to see what the California Governor's budget looks like for the next year to see what the status of the Safe Routes to School Program will be, and the Highway Safety Improvements Program; those are the types of sources that having the projects in the BMP does help with. Commissioner Fouyer asked what the cost is to conduct a study and produce a document like this. Mr. Woodman said this study cost \$35,000. Mr. Woodman said CMAQ is another funding source and having a project in a regional plan, your project scores additional points.

Commissioner Scofield commented on a project in his district that is on Dog Bar Road to the Class I bike path at Kingston Road for \$2.321 million on page 69 of the document. He asked if

that is just to construct a bike lane, or realistically you would almost have to do a road improvement. Mr. Alexander said he thought it was important to distinguish that they worked with county staff to identify these multi-use shoulder projects on county roadways that do benefit bicycling, but also benefit the other modes of transportation using them. He said in many ways they are not proposing those as brand new bicycle projects, but they are being consistent with the county's long term vision for where they would like to see those multi-use shoulder projects for recovery space for drivers, as well as use for people walking and bicycling. He said the cost of those facilities is pretty expensive because it involves grading, etc. Commissioner Scofield asked when it comes to funding of the larger projects, does this help the county by giving it dollars that they may not have access to otherwise. Mr. Alexander said it could, obviously depending on the size of the project, and he said the projects listed could even be broken down into smaller segments if that helps get into funding sources where maybe \$2.3 million is a little bit too much. He said you might be able to split it into two or three projects. Executive Director Landon said the Town of Truckee recently received one of the largest BTA grants ever awarded that was around \$600,000, so there is the potential for some significant help. Commissioner Scofield said you would have to be able to show road improvements to really justify those kinds of dollars for a bike lane. Commissioner Beason said people want bike paths, but then they ask why you are spending so much money on them.

Commissioner Harris said she recently returned from a vacation in Oregon, and California has nothing on Oregon when it comes to bicycle and pedestrian access; she saw some beautiful accommodations. She said their county budgets are tight, but they make these projects a priority and she thinks the tourism dollars that it brings in to these communities are benefits beyond what the locals might use to walk or bike. Chairman Jostes said he was just driving through Denver and Vale, Colorado, and they have long, long bike trails, like Truckee, and they are very inviting. He is sure they benefit the tourism standpoint. Chairman Jostes stated the document seems well presented, comprehensive, and he thanked the consultant for the nice work.

Commissioner Guerra made a motion to adopt Resolution 13-27 accepting the Final Nevada County Bicycle Master Plan update as complete per the terms of the contract with Fehr and Peers, and with the appropriate revision as stated. Commissioner Scofield seconded the motion. The motion passed unanimously.

13. Professional Services Agreement for General Counsel Services with Miller & Owen, A Professional Corporation

Executive Director Landon said this is an annual extension on the current contract the Commission has with Miller & Owen. He noted there is a \$5 per hour increase for the attorneys and paralegals as compared to the previous year. There were no questions or comments.

Commissioner Scofield made a motion to approve the one-year extension of the Professional Services Agreement for General Counsel Services with the law firm Miller & Owen commencing August 30, 2013 through August 29, 2014. Commissioner Harris seconded the motion. The motion passed unanimously.

14. Appointment of Labor Negotiation Representatives

Chairman Jostes said the Commission would be going into Closed Session to discuss staff compensation. He noted that no decision would be made outside of the public meeting. There would simply be discussions and if action is taken, it would be brought back into the public forum for a vote. Chairman Jostes said in order to accomplish this, it is necessary to appoint a

Labor Negotiation Representative Board to have these discussions with staff representatives. He suggested, as was done at the previous Commission meeting, the Commissioners sitting at that particular meeting would be designated as the Labor Negotiation Representatives. Commissioner Harris made a motion as stated. Commissioner Guerra seconded the motion. The motion passed unanimously.

15. Closed Session – Conference with Labor Negotiators

Chairman Jostes asked the Labor Negotiation Representatives to go into **CLOSED SESSION** at 10:50 a.m. regarding Agenda Item #15. The Commission and Executive Director Landon left the Council Chambers to meet in a private conference room.

The Commission returned to the Council Chambers from the **CLOSED SESSION** at 11:16 a.m. and announced there were no reportable action items 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 September 18, 2013 at the City of Nevada City Council Chambers, 317 Broad Street, Nevada City, CA.

ADJOURNMENT OF MEETING

Chairman Jostes adjourned the meeting at 11:17 a.m.

Respectfully submitted: Antoinette Perry  
Antoinette Perry, Administrative Assistant

Approved on: Sept. 18, 2013

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

