



NEVADA COUNTY TRANSPORTATION COMMISSION

Grass Valley • Nevada City • Nevada County • Truckee

MINUTES OF MEETING September 18, 2013

A meeting of the Nevada County Transportation Commission (NCTC) and the Nevada County Airport Land Use Commission (NCALUC) was held on Wednesday, September 18, 2013 in the Nevada City Council Chambers, 317 Broad Street, Nevada City, California. The meeting was scheduled for 9:30 a.m.

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

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 9:44 a.m.

Pledge of Allegiance

PUBLIC COMMENT

There was no public comment.

Chairman Jostes announced that Commissioner Harris would need to leave the meeting early due to another obligation and he would like to move forward Action Item #19 at some point, which deals with Staff Compensation, so Commissioner Harris could be involved in those discussions. Chairman Jostes said he would start the regular agenda and see how quickly it goes, but at some point he would pull that action item forward.

CONSENT ITEMS

1. Financial Reports

A. June 2013 and July 2013. *Approved.*

2. NCTC Minutes

July 17, 2013 NCTC Meeting Minutes. *Approved.*

3. Allocation Request from the County of Nevada for Regional Surface Transportation Program (RSTP) funds. *Adopted Resolution 13-28 approving the allocation of \$1,000,000 of RSTP funds to Nevada County for the 2013 Overlay Project.*

4. Allocation Request from the County of Nevada for RSTP funds. *Adopted Resolution 13-29 approving the allocation of \$130,500 of RSTP funds to Nevada County for the 2012 Annual Chip Seal project.*
5. Request from the Town of Truckee to Rescind and Allocate RSTP funds. *Adopted Resolution 13-30 approving the rescinding of \$224,801.40 of RSTP funds for the Truckee River Legacy Trail Phase 3B, and allocation of \$574,823 of RSTP funds for various pedestrian and bicycle trail projects within the Town of Truckee.*
6. Allocation Request from the Town of Truckee for Local Transportation Funds (LTF). *Adopted Resolution 13-31 approving the allocation of \$125,794 of Pedestrian/Bicycle LTF funds for the Trout Creek Trail Project.*
7. Town of Truckee's Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Project. *Adopted Resolution 13-32 authorizing NCTC to submit a PTMISEA grant application in the amount of \$466,383 on behalf of the Town of Truckee and to execute a funding agreement with the Town of Truckee.*
8. 2013/14 FY State Transit Assistance (STA) Revised Apportionments. *Adopted the revised apportionment table as a basis for allocation from the State Transit Assistance Fund for the 2013/14 FY.*
9. Addendum to the 2013 Nevada County Bicycle Master Plan. *Adopted the Addendum to the 2013 Nevada County Bicycle Master Plan.*

Commissioner Beason had a question on Consent Item #8, STA Apportionments. He understood the fiscal year summary, but on page 4 it showed a Revenue Basis for Nevada County of \$339,040 and asked how that related to the \$503,087. Executive Director Landon said that is the State Controller's report of revenue that has come into the county, and based on that amount as a percentage of the total revenue throughout the state, they then authorize an allocation of \$20,602, plus an adjustment of \$823, and that equals the \$21,425 shown on the second page. Mr. Landon said there are two tranches of State Transit Assistance; one is based purely on population and the other is based on operator revenue.

Commissioner Dee made a motion to adopt the Consent Calendar. Commissioner Beason seconded the motion. The motion passed unanimously.

INFORMATIONAL ITEMS

10. Correspondence

- D. Caltrans Division of Transportation Planning – NCTC has been awarded a federal transportation planning grant for FY 13/14. 8/14/13, File 1030.1.
- F. Announcement of Truckee's Award of TIGER 2013 funding for the SR 89 Railroad Undercrossing Project. 9/5/13, File 1200.9.

Chairman Jostes commented that there had been two grants awarded; one to be paid to staff for transportation planning. He said most importantly was the award of a grant for the SR 89 Mousehole project in Truckee. Chairman Jostes commended the good work to accomplish this. Commissioner Dee said the person responsible for this was Becky Bucar, Town of Truckee

Associate Engineer, who worked very hard to get it in front of the TIGER program and getting the project recognized. Chairman Jostes said it was a large amount of money that will help move the project forward.

11. Executive Director's Report

11.1 FY 2013/14 Regional Transportation Improvement Program (RTIP)

Executive Director Landon reported that this was an overview of the State Transportation Improvement Program (STIP) Fund Estimate, and every two years NCTC has an opportunity to nominate projects through the RTIP to receive state funding. He said the bottom line for state funding is that it is down from the previous estimate, so in the basic target for 2014 STIP, which will be adopted in the early spring of 2014, there are no dollars available to Nevada County. Mr. Landon said the good thing is because we are a rural county, we have some added flexibility to get money above what our normal allocation or apportionment would be. He said there is a maximum of \$916,000, if they look just a little further for the county, that could potentially be claimed. He explained due to a special provision that was in SB 45 back in 1997, staff noted to the state legislature, when that was in front of the legislature, that sometimes a small county will have a project that is just out of their reach and if there was a little more money provided, they could garner the project in that period. Therefore, the policy will allow NCTC to bid up to twice their amount, so there is potentially \$1.8 million available on the table to work with.

Executive Director Landon went on to explain that Truckee receiving the TIGER grant has helped funding that flows to the Mousehole project out of the STIP. He said Caltrans District 3 has indicated they will recommend to headquarters that money be programmed to match what NCTC put on the SR 49 planning and environmental work and Plans, Specifications, and Estimates (PS&E) in the last cycle. He said that will also potentially free up some money. Mr. Landon said although revenues are down, there are still some bright spots to NCTC's potential funding. Staff will be coming back to the Commission in November, after meeting with the Technical Advisory Committee (TAC), and will talk about what they see as key projects and how NCTC should strategize this with the state. At that meeting staff will present some recommendations on projects for the coming year.

Commissioner Beason asked if there was any room to ask for compensation for STIP money to be made available to help with the cost overrun at La Barr Meadows Road. Executive Director Landon said that is part of what Caltrans is proposing with their funding; Caltrans District 3 is proposing to Headquarters that they would match NCTC at a 60/40 rather than at a 50/50 split and that would help to compensate for the overrun.

There were no other questions or further discussion on the report.

12. 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 complete. He reported the completion of the open grade asphalt concrete and the final delineation. Caltrans is working with the contractor on the final punch list and resolving any outstanding claims before they release the contractor. Mr. Bajwa said the plant establishment is ongoing with this type of project and Caltrans Maintenance will be doing

the work in the next few years to be sure the plants they have planted will continue to thrive. He thanked the support from the Commission and the community on the project.

Commissioner Scofield said with the final phase of the project there was culvert work scheduled to be done and he questioned if that was completed. Mr. Bajwa said all of the culvert work on the project was completed.

- *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. He reported that design work is complete and funds were allocated in early August. The project was advertised on August 26th and Caltrans will award the contract this fall.

Commissioner Fouyer said he grew up in that area and he questioned where the stream was that required the 1602 Department of Fish and Wildlife Service Streambed Alteration permit. Mr. Bajwa replied that when they are talking about a stream, it is actually the ditch along the right-of-way. When Caltrans modified the side ditch it triggered that permit. Commissioner Beason said there was a case in Chicago Park where an NID ditch seeped long enough to where it was, all of a sudden, a stream.

- *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 work is continuing. In the Penn Valley area the pavement work is done, striping has been placed, and some delineation is left to do. That work is planned for completion by early October. The pavement work from Deadman's Flat to Idaho-Maryland Road in Grass Valley is complete and striping and markers are currently being done. Mr. Bajwa noted that all of this work is being done at night. They plan to finish the work by early October as well. The section from Brunswick Road to SR 20/49 junction in Nevada City has completed pavement work and now striping and marking is being done. Work is to be completed by early October. He said there would be some night closures of ramps here and there, but it is very minimal for only a few hours. He said all the paving is done and there is delineation work left to do.

Chairman Jostes asked, for his neighbors, strictly between Nevada City and Brunswick, there were maybe ten by ten foot little square patches of unsurfaced roadway that were still bare when everything was done, and then the contractor went back to fix them. He wondered what was done. Mr. Bajwa did not know and they decided to talk about it at a later time.

Commissioner Fouyer questioned if there was a change order put in to repaint the green median areas a different color. Mr. Bajwa was not aware of any changes, but stated there had been some change orders on this project. Executive Director Landon said staff received several calls on this so he spoke to the construction engineer. He said there was originally a green paint put down that was quite garish and it was intended to be an accent color; the final product is to be mainly brown with green accents to give the appearance of moss in between rocks, similar to cobblestones. Mr. Landon said the green paint was a brighter green than they anticipated, so they toned it down, but then the next thing they will do is come in with the brown to overlay the surface and the green will be largely covered up.

Commissioner Harris said she thought the contractor did a terrific job on the project and she has heard comments about the green, but she has also heard that the rubberized surface is quieter and

people appreciate it. Mr. Bajwa said the state mandates that a certain percentage of pavement of a system be rubberized; especially high density areas.

Commissioner Fouyer asked for an update on the chemical spill that went into the creek at the recent sinkhole in the culvert. Mr. Bajwa said the project is finished. The culvert had collapsed and created a sinkhole at that location, and as part of the strategy Caltrans used new technology and that is why it took some time. They put foam into the culvert and then they heat it up and it sticks to the culvert and bonds to create an impervious surface. Mr. Bajwa said there was an underground spring that came up and it seeped out so they called in their hazardous waste crew and they did testing and the water coming in from the spring was hauled away to a separate site. He said they have tested it again and everything is fine; there is no longer a chemical going into the creek. Executive Director Landon commented that they filled the voids with concrete and the spring is not leaking anymore. Commissioner Fouyer asked how that type of project is funded. Mr. Bajwa said this project was paid for with Caltrans emergency funds.

- *SR 49 Shoulder Widening from Old Downieville Highway to Newtown Road* – Mr. Bajwa reported this project has CMAQ (Congestion Mitigation and Air Quality) funding and it is going through the design process. The final environmental clearance was achieved on August 1, 2013. He said permits will be needed on this project as well, such as 404 Army Corp of Engineer Wetland & Water of USA permit, 401 Regional Water Quality Control Board, and 1602 Department of Fish and Wildlife Service Streambed Alteration permit. He noted it takes time to work with these regulatory agencies. Mr. Bajwa said Caltrans is verifying utilities at the project site; there is a water line main and PG&E overhead lines. They are hoping there will not be a need to relocate utilities since that may impact the construction schedule. He said Caltrans is still trying to get the project ready for advertisement by spring 2014 to start construction mid-summer.

Commissioner Beason asked why the permit request process could not run parallel to the environmental clearance process. Mr. Bajwa replied the environmental clearance process identifies the impacts so they cannot start the permit process until they know what is affected. Commissioner Beason said he understood that part, but he thought the process could at least get started. Mr. Bajwa said the environmental clearance came through in August so now Caltrans will go forward requesting permits. Commissioner Beason thought some of that work could be done before the final clearance is done. Mr. Bajwa said sometimes they do coordinate with those agencies to some degree, but they will not normally start the actual permit process until a certain milestone is met. He said if they start sooner and something changes, the agencies do not like Caltrans to go back and forth with them since it requires time and man hours. Commissioner Beason said there are also three agencies involved, which makes no sense whatsoever. You would think that one agency could handle it all, but there is nothing that Caltrans can do about that. Mr. Bajwa said it is something Caltrans has to deal with on almost all projects and it is difficult, but that is the way the agencies want them to approach acquiring those permits.

ACTION ITEMS

Chairman Jostes moved Action Items #17, #18, and #19 forward regarding staff compensation, to accommodate Commissioner Harris' need to leave the meeting early.

17. Appointment of Labor Negotiation Representatives

Chairman Jostes recommended, as done in the past several meetings, that the Commissioners present that day would become the Labor Negotiation Representatives. Commissioner Beason

made a motion to have the Commissioners present at the meeting act as Labor Negotiation Representatives. Commissioner Fouyer seconded the motion. The motion passed unanimously.

18. CLOSED SESSION – Conference with Labor Negotiators

Chairman Jostes asked the Labor Negotiation Representatives to go into **CLOSED SESSION** at 10:08 a.m. regarding Agenda Item #19. The Commissioners and Executive Director Landon left the Council Chambers to meet in a private conference room.

The Commissioners returned to the Council Chambers from the **CLOSED SESSION** at 10:15 a.m. Executive Director Landon noted for the record, with concurrence from the Commission, that there was no reportable action taken in the Closed Session.

19. Staff Compensation: Executive Director, Transportation Planner, Administrative Services Officer, and Administrative Assistant

Executive Director Landon stated that for some time the Commission had been discussing the potential of providing staff with additional compensation. He said following a closed session in May, a chart was developed that was included in the meeting packet that shows the impacts of either a 2.5% increase in total compensation with the increase being applied to benefits, a 4% increase being applied to benefits, versus a 2.5% and a 4% increase across both salary and benefit compensation.

Executive Director Landon provided some history and said the first salary ranges were established by NCTC in 1998 and updates in salary ranges occurred since then with the last one being in 2007. He said the Commission has had a practice of looking at several comparable agencies, including local agencies, in establishing averages for its compensation to employees. A compensation survey was attached to meeting materials that was completed earlier in 2013. It shows the comparatives that were done with the various agencies. He said the last page of the handout lays out the 2.5% and 4% benefit increase. Executive Director Landon said NCTC staff requested the Commission look over the material and provide their direction with regard to whether they would provide any increase, whether it be 2.5%, 4%, or none.

Chairman Jostes opened up the topic for discussion, with the eventual consideration in mind for the Commission to entertain a motion to increase benefits by 4%.

Commissioner Harris commented that NCTC staff does an excellent job. She has been on the Commission for a number of years and is very impressed. She said she was in support of the 2.5% increase, and she wanted to state the percentage because if the 4% carries she would not be able to vote for the 2.5% increase. Commissioner Harris said she is very supportive of staff, but she was in favor of the more modest proposal because the county is coming out of a difficult economy, and she is cognizant of the Nevada City employees and expectations of them. Therefore, she would like to restart salary increases with a modest approach, and look at it again in June 2014 or whenever the appropriate time comes up.

Commissioner Fouyer agreed with Commissioner Harris and noted that the City of Grass Valley employees are still furloughed. He said sitting on the NCTC is another Commission and he has been a “no” vote on increases, but when comparing NCTC staff versus city staff, NCTC staff are basically still behind. He said it was much easier for him to embrace a 2.5% increase than a 4% increase, only for the fact that he represents the City of Grass Valley and the employees there as well, and it is much easier to have an increase of a lesser amount than the 4%.

Commissioner Guerra said she wanted to speak in favor of a 4% increase. She commented that Executive Director Landon has had excellent performance reviews from the Commissioners over the years. She noted there has not been an increase since 2007 and yet staff has been successful in bringing new funds for various projects, moving things forward very well, and the way staff is set up they are not part of CalPers and that was done carefully and with regard to public funds. Commissioner Guerra thought staff had been very wise in how to use those funds and she thought the comparison being made was not apples to apples.

Commissioner Beason agreed with Commissioner Guerra that the comparison was not apples to apples, but he thought he could support the 2.5% for a couple reasons. He said at the county they never catch up, but he did not think that staff did not deserve the increase or that they did not do great work. He said he has other considerations than just NCTC and maybe the Commission should support the 2.5% and then look at something again at a closer frequency than six years. Commissioner Beason repeated that he was not thinking that staff did not deserve the raise.

Commissioner Dee said she would join Commissioner Guerra and support a 4% increase. She said she has done a lot of research on this because for some venues it is still a tough economic time. She reviewed the budget for NCTC, and the Commission can afford to give the increase since it has been six years and that is a long time. Commissioner Dee said when you look at the parity scale with other operations, NCTC is so far behind that if it ever comes to a point of needing to catch up, it is going to be a bite that the Commission will not be able to take. She said the Commission needed to start advancing staff now and get their compensation ranges up. Commissioner Dee stated that NCTC staff is very, very well respected within the community and the transportation community in all of the State of California. She said no matter where she goes she hears about NCTC staff and how lucky the county is. She said to ask staff to stay this far behind other counties and private operations is unfair to staff. They do a yeoman's job for the county and she thought staff truly deserved the increase. She felt six years was way too long and she thought it was time to start moving the staff toward parity. Commissioner Dee said the Commission needs to step up staff's compensation; it is long overdue.

Commissioner Scofield said he supports Commissioners Guerra and Dee in their opinions; six years is a long time to not sit down with staff regarding their contract. He said another key factor is the benefit program is so different and we all wish we had the same program with our governmental agencies.

Chairman Jostes said he would go with the 4% increase. He appreciated the Commissioners who have a constituency and staff, and they have to look at those things. Chairman Jostes said he looks at this issue in somewhat of an isolated way. He said clearly NCTC staff is paid well below its peer groups in other counties who do transportation work. He thought while other parts of the county should be taken into account, he believed it best to look at the issue in somewhat of an isolated way, and ask what staff is doing and what are they getting paid relative to what other counties are paying for similar work. Chairman Jostes said staff is woefully behind, not just a little behind, and he would go with the 4% increase. He understood there could be some splash-backs on this in some areas; nevertheless, that would be the position he would take.

Chairman Jostes asked how many votes were required to pass the action. Executive Director Landon replied that four votes would constitute a simple majority. Chairman Jostes asked for a motion to adopt Resolution 13-34 that would provide a salary increase as defined with a 4% increase in total compensation and with the increase being applied to employee benefits effective January 1, 2013. Commissioner Scofield made the motion. Commissioner Dee seconded the

motion. A roll call vote was requested. Commissioners Dee, Guerra, Jostes, and Scofield voted to approve the motion. Commissioners Beason, Fouyer, and Harris opposed the motion. The motion passed.

INFORMATIONAL ITEMS - Continued

Chairman Jostes apologized to the presenters in the audience who had to wait to give their reports, but he stated it was important that the Commission take the time to move the topic forward for action while all seven Commissioners were at the meeting. He said the discussion went quicker than he thought it would.

12. Project Status Reports -- Continued

B. Trisha Tillotson, City of Grass Valley Senior Civil Engineer and Deputy Director of Public Works; Greg Zeiss, P.E., Resident Engineer from HDR

- *Dorsey Drive Interchange* – Greg Zeiss reported the project is about 25% complete and they have spent about \$200,000 in change orders, which is 1.4% of the overall construction contract. He said that is fairly good considering they have moved a lot of dirt. He stated they are currently working on the southern part of the bridge, which is the portion closest to the City of Grass Valley. That will be complete toward the end of 2013. Mr. Zeiss said they have completed most of the mass excavation within the Caltrans right-of-way. They are in the process of preparing to pave, which they anticipate doing in early November. He said they are actively winterizing the project by using storm water control measures largely within the Caltrans right-of-way. Mr. Zeiss stated they are putting in a storm drainage system in the southern half of Dorsey Drive, and ultimately are improving the roadway. That area will also be paved around the first week of November. He reported that toward the end of 2013 they will be demobilizing, specifically after they pave the bridge deck for the winter, and remobilize next spring. The tentatively scheduled completion date is fall of 2014.

Commissioner Fouyer questioned about the recent storm event. He said everyone was caught off guard and NCTC is sensitive to storm water overruns. He said he drove through the Dorsey Drive area around 11:00 a.m. and there was mud running down the freeway. He was surprised the California Highway Patrol were not there to get traffic over because it was pretty dangerous. Commissioner Fouyer said he spoke to Tim Kiser about this and he said the consultants were going to have a meeting to discuss response times. He asked Mr. Zeiss to brief NCTC on what kind of response time could be expected in the future and to give the Commission some type of assurance. Mr. Zeiss said it was the reality of an unplanned storm. Normally, prior to a rain event, when they know a storm is coming, they walk the work site and analyze it and find out what is needed to put in the appropriate water control measures. Mr. Zeiss said as far as response time, they all have each other's phone numbers, i.e. the city staff, HDR, and the contractor's phone numbers. He said the first thing is safety issues because of the impact of the water and mud flooding the streets. They took care of that within hours. Ms. Tillotson said Caltrans assisted. Mr. Zeiss said the second part was actual storm water pollution and how to mitigate that. He stated that that event was an anomaly that scared them straight. At the end of the next two weeks they would have the whole project secured with permanent seeding for erosion control and that, ideally, will take care of the site through the winter.

Commissioner Beason asked if they received a visit from the Water Board or Fish and Wildlife. Mr. Zeiss responded they did not; they turned in a notice of violation. His guess was they were

inundated with notices. Mr. Zeiss said they are audited weekly by Caltrans storm water pollution manager.

Commissioner Beason said the cooperative agreement contains conditions by which if we hit a certain expenditure limit, we have to start looking at downsizing the project in the form of local projects. Ms. Tillotson said that was correct. Commissioner Beason asked if there was a point at which that cannot be done, where if the project gets stuck financially it is too late to go back and try to find a way out. Ms. Tillotson said that could potentially happen, but they are doing everything they can to avoid that. She said they are already looking at ways to reduce costs substantially. Commissioner Beason said his concern was they would get stuck if the project gets too far down the road financially and too far to go back and make some remedies locally. Ms. Tillotson said they are doing everything they can to avoid that.

Commissioner Beason said the contract was increased by about \$3 million because of an anticipation of rock, and he noticed there was a \$30,000 increase because of rocks. Ms. Tillotson said they are not done with rock excavation, especially on the ramp in front of the hospital. Mr. Zeiss said the rock issue was noted in the August 1st progress report, and they currently have the September 1st report, so the \$30,000 is what the contractor put in as a claim saying it was a changing condition. He said, on the positive side, they have mitigated that claim so the \$30,000 is basically wiped out.

Chairman Jostes said on Dorsey Drive near the pharmacy there is work being done that appears to be utility work, which he thought was done during the previous two year period. He asked if there is more utility work being done. Ms. Tillotson said there is more utility work. When they were putting in a storm drain, there were a couple of PG&E gas service lines in the way, telephone pole guy wires that will be relocated, and NID water service lines were not at the proper elevation. Chairman Jostes said he drives through the site fairly often and it is pretty busy and torn up. He asked if they were getting into an area that was unanticipated from a cost standpoint. Mr. Zeiss said they are relocating the storm drain system, just modifying it, so they could work around existing utilities. He said it is probably going to cost about \$10,000; that is a lot of money, but it could have been much worse. He is cautiously optimistic that they are done with storm drain work. Chairman Jostes said he assumed all the relocation work had been done and he did not realize there was more to do. Ms. Tillotson said they did relocate the storm drain a little bit also; away from other utilities. They are doing whatever they can to minimize the cost. Commissioner Guerra said she also drives through the construction zone, but it is really smooth. The delays have been minimal and it feels like there is pedestrian access and that it is going smoothly for all the people who live in that area.

*Commissioner Harris left the Commission meeting at 10:37 a.m.

C. Becky Bucar, Town of Truckee Associate Engineer.

- *SR 89 Mousehole Pedestrian Undercrossing Project* – Becky Bucar said they currently have the 95% Plans, Specifications, and Estimates completed and they were sent to the Union Pacific Railroad and Caltrans to review. They have both finished their review and the comments from the railroad were minimal. She said the Town did get a significant amount of comments from Caltrans, but they met with them and worked through how those comments will be addressed in the next submittal. Ms. Bucar said there are some changes that need to be done to the plan, so they are working with their consultant, HDR, to put together an amendment to their scope of work for the design of the project. They hope to have that before the Truckee Town Council in October. She commented there

will be some increased costs for design, but they will minimize them as much as possible. They are at the same point with right-of-way that she reported last time. They have a permit to enter and construct the driveway at the mobile home park. She said they are still waiting to get their easement from the railroad. The Town has an offer letter in to them, and last time they met with the railroad they said they usually wait for the 100% plans to be completed before they start a process, so that will not start until probably early in 2014. She commented there are some utilities that require relocation, such as electric, water line, and gas, and they are being worked on. Ms. Bucar said on the funding side, the Town was awarded \$1.5 million in TIGER grant funds and they are very excited about it since there were only three projects funded in the State of California. They received 585 applications, \$9 billion worth of requests, and they only had \$474 million to give out. She said it was the fifth time they applied. There is still a funding shortfall for the project. In the comments from Caltrans on the 95% plan, they suggested revisions to their estimates, so they have a range of what the construction costs will be; somewhere between \$7.2 and \$8.3 million. Ms. Bucar said depending on where the final estimate lands, they have a funding shortfall of \$600,000 to \$1.9 million. HDR will look at the cost estimates again over the next month and she will have more information for the Commission next month.

Commissioner Dee clarified that the potential shortfall after TIGER funds are applied to the project is \$600,000 to \$1.9 million. Ms. Bucar said currently they have SHOPP (State Highway Operations and Protection Program) funds for construction, \$1.3 million STIP/RIP funds, and then the \$1.5 million TIGER funds.

Commissioner Beason referred to a statement in the project handout that mentioned \$570,000 the Town thought they had in Caltrans Toll Credits. He asked what the difference was between funds that are not meant to provide match, but are used to eliminate match requirements. Ms. Bucar said she had made an incorrect assumption that the toll credits are money that could be used towards the project. She said essentially they have these toll credits that are collected and can be put toward a project to eliminate the need for matching funds. Executive Director Landon said if the toll credits are 20% of the project, they take the match requirement away, but it does not reduce the cost of anything else. Mr. Landon said the toll credits are the same vehicle NCTC uses to eliminate the match requirement for CMAQ (Congestion Mitigation and Air Quality) funds.

ACTION ITEMS - Continued

13. Draft Eastern Nevada County Transit Development Plan Update

Transportation Planner Mike Woodman reported that NCTC staff was awarded a \$40,000 Federal Transit Administration Rural Transit Planning Grant to update the Eastern Nevada County Transit Development Plan (ENCTDP). NCTC, in coordination with the Town of Truckee, selected LSC Transportation Consultants to update the ENCTDP. NCTC staff served as the project manager for the effort and established a Project Advisory Committee (PAC) consisting of representatives from NCTC staff, Town of Truckee staff, Truckee-North Tahoe Transportation Management Association, and the Truckee Tahoe Community Collaborative to guide the study process and provide input. He said the draft plan has been completed by the consultant and was presented to the Truckee Town Council at their August 30th meeting. Mr. Woodman noted there were no substantive changes requested by the Town Council at that meeting.

Mr. Woodman gave a PowerPoint presentation to the Commission to provide an overview of the existing services, provide some background, and went over some key plan recommendations that came out of the study process. He said the purpose of the ENCTDP is intended to guide improvements in transit services in Truckee, as well as a portion of eastern Nevada County. It looked at a five year period encompassing Fiscal Years 2013/14 through 2017/18. He said the update is required for certain state and federal transit funding sources and is developed to meet feasible Truckee Transit needs and be financially sustainable. Mr. Woodman said the existing Truckee Transit program has a fixed route, as well as paratransit services called Dial-A-Ride. The Truckee Dial-A-Ride provides curb to curb ADA (Americans with Disabilities Act) complimentary paratransit service and general public Dial-A-Ride service to outlying neighborhoods not served by fixed routes. He said that is utilizing two buses and it carries 11,524 passengers per year. Service is provided from 8:00 a.m. to 5:00 p.m. Monday through Friday, and on Saturday from 9:00 a.m. to 4:00 p.m. Mr. Woodman stated that 24 hour advanced notice is requested. Dial-A-Ride also provides subscription transportation services, which are standing advanced order trips for several organizations.

Mr. Woodman said the fixed route system in Truckee operates as two different seasonal systems. In the non-winter months, approximately April through mid-December, the Town operates one fixed route bus between Henness Flat and West End Beach at Donner Lake. He reported it operates on hourly headways Monday through Saturday from 9:05 a.m. to 4:05 p.m., with no service between 1:00 p.m. and 2:00 p.m. to provide a driver break.

In the winter months, approximately December 20th through March 31st, in partnership with several private organizations, the fixed route operation changes and runs a skier shuttle route with two buses that go from the employee housing in Henness Flat to the Boreal Ridge Ski Resort at Donner Summit. The winter service is provided seven days per week with service beginning at 6:00 a.m. and ending roughly at 6:45 p.m. Buses operate only six runs per day with limited service to the Truckee Train Depot, and there is an approximate three hour gap midday, between 11:47 a.m. and 2:45 p.m. to allow for a driver break. He said the winter route is currently free of charge with private funding replacing the fares.

Mr. Woodman reported the other service operating in the Town of Truckee is the Tahoe Area Regional Transit (TART) fixed route service operated by Placer County through a funding agreement. He said TART operates hourly services from Tahoe City, Squaw Valley, and Truckee along SR 89, with additional runs added from peak summer to winter months. Bus service is also provided by TART in the winter only on SR 267. Mr. Woodman displayed a map of existing services. He noted that the fixed route and Dial-A-Ride services are currently operated by a private contractor, El Camino Trailways, and the buses are maintained and fueled by the Town. He said they have a fleet of two 32 passenger buses and three 10 to 12 passenger vans, and the annual operating budget is \$727,000. The main revenue sources are broken out from fares and private contributions, which equates to about 17%; state funds 69%; federal funds 11%; and advertising plus interest 3%.

Mr. Woodman referred to the overview of the existing services where it states that Truckee Transit currently operates two separate fixed route seasonal schedules during the year. The main issues with the winter fixed route service are infrequent runtimes with only six runs per day and for up to three hour headways, and a three hour break from service 11:45 a.m. to 2:45 p.m. This leaves many of the residents without any means of transportation during the midday and limited service the remainder of the day. During the non-winter months the fixed route service is more consistent, operating on hourly headways between 9:05 a.m. and 4:05 p.m., with the exception of the hour midday to provide the driver a break. Although the service is more consistent, it does

not accommodate transit needs of commuters, as there is no service during the common desired commute times.

Mr. Woodman reviewed that the key element of the plan is to provide for a more reliable and consistent year-round fixed route transit service within the Town of Truckee for both residents and visitors. He said this would be accomplished by utilizing one bus to serve the key areas of town, operating on hourly headways from 7:00 a.m. to 6:00 p.m. seven days a week in the winter and 7:00 a.m. to 6:00 p.m. during the non-winter months as well. To minimize weekend operating costs when ridership is typically lower, during non-winter months, Saturday service would be limited to eight hours of service, roughly 8:00 a.m. to 4:00 p.m., with no service on Sunday. He noted that unlike the current fixed route service, there would be no break for lunch; rather, a relief driver would be called in. The new streamlined winter service would continue to be operated independently of this service, but operated with one bus instead of two, and continue to offer service to the Donner Summit area. However, the service would be revised to eliminate overlap between the two services. Mr. Woodman stated that currently the winter service starts at Henness Flat. The revised service would start at the Truckee Train Depot instead, and provide for transfers to the regular fixed route at the depot.

Mr. Woodman reported that one major benefit to the Town with this alternative would be to increase fare revenues. The streamlined winter shuttle can be provided with one bus instead of two. In addition, the fixed route fare should be charged on the Donner Summit Route, with employees of the resorts that financially participate in the program be allowed to board for free by displaying an employee identification card. He said with the addition of any new or expanded service, operating costs will increase; in this case by \$72,700 for the combined year-round service and winter shuttle components. He noted this increase is entirely attributed to the expanded year-round service, and is offset slightly by a decrease in the operating costs of the winter shuttle due to reduced hours and vehicles needed. However, increased farebox revenues totaling roughly \$17,400 would reduce the additional subsidy required to only \$55,300.

Mr. Woodman stated with the Dial-A-Ride service plan, the recommendation is to reduce the vehicle hours, without reducing service, quality, or ridership. He said the detailed review of the ridership patterns identified 1.5 hours per day when the second van is not needed. This reduction in service hours would save operating costs and have no negative impact on existing service or ridership.

Another recommendation is to provide three specific scheduled Dial-A-Ride service times (9:00 a.m., 11:00 a.m., and 3:00 p.m.) to the Truckee-Donner Senior Apartments. Mr. Woodman said currently a substantial amount of time is expended serving immediate on-call trip requests between the senior apartments and the Donner Pass Road corridor. It is recommended that dispatchers should attempt to schedule non-ADA passengers from the senior apartments for the three service times, with the exception of trips that necessitate other times that are booked in advance. He noted that an additional recommendation is to provide dispatcher service, rather than rely on drivers with cell phones. He said the situation with the current contractor is they do not have an established dispatch center, and they are actually driving buses and scheduling trips using their cell phones, which could create an unsafe condition.

The Capital Plan states that all five existing vehicles need to be replaced; two in FY 2013/14, one in 2016/17, and two in 2017/18. Mr. Woodman said the plan recommends purchasing an additional vehicle for back-up of the winter transit program using FTA 5310 grant funding. The plan also notes the implementation of automatic vehicle location technology.

Mr. Woodman said the Institutional and Management Plan portion of the report, based on the side-by-side analysis of the future operating costs, as well as the pros and cons of the current contractor, and looking at Gold Country Telecare, has recommended that the Town of Truckee enter into an Intergovernmental Agreement with Gold Country Telecare to provide Dial-A-Ride service and interim fixed route service. He said this would provide dispatcher service while also reducing annual operating costs by approximately \$49,000 per year, pending negotiations. The Town would continue to own, maintain, and fuel the vehicles. The contract with the current contractor, El Camino Trailways, ends at the end of December and it is anticipated that Telecare would start on January 1, 2014. Mr. Woodman stated the fixed route operations provided by Gold Country Telecare would be temporary, with the demand response services anticipated to be ongoing. He said the reason fixed route operations are recommended to be operated in the interim by Gold Country Telecare is to provide the Town with adequate time to explore the Intergovernmental Agreement that is proposed with Placer County for operation of fixed route services in the long term. This would provide a permanent local base for fixed route services, enhance the ability to generate state and federal funding partnership, and work towards a single regional system.

Mr. Woodman noted that additional benefits of an Intergovernmental Agreement with Placer County Transit are they have existing dispatch staff, trained and experienced drivers, no additional insurance or maintenance costs by using the existing Truckee Transit fleet, and increased coordination between TART services and the Truckee Transit operations. He stated that reaching a formal agreement with Placer County Transit is not likely to take effect immediately since it is anticipated it will take some time to develop the Intergovernmental Agreement, conduct negotiations and reviews, and gain approval by Placer County. He said it is assumed to go into effect in Fiscal Year 2015-16.

Other recommendations in the Institutional Management Plan are to contribute full fair share of TART costs. Mr. Woodman said the Town of Truckee and Placer County currently have an agreement regarding the funding of the TART SR 89 and SR 267 fixed route transit services. The original agreement includes a formula that identifies the actual fair share costs for Truckee's portion of the services. However, the actual yearly contract provides a lower figure that Truckee can afford to pay towards the services. He stated that contributing the remainder of the fair share amount, as recommended in the plan, is contingent upon receiving Job Access Reverse Commute grant funding to cover that portion.

Another recommendation is to formalize the Dial-A-Ride reservation system. Mr. Woodman reported that currently the Dial-A-Ride reservation system requests that the passenger call 24 hours in advance, but it is not really enforced. To improve the efficiency of the service, a formalized system needs to be put in place. Other recommendations were made to establish fixed route performance standards, improve fare handling procedures, and expand marketing.

Mr. Woodman reported that the Financial Plan includes improvements to the Truckee fixed route service that will increase costs by \$77,000 per year; a reduction in the Dial-A-Ride hours reducing costs by \$25,000 per year; fully fund TART service increasing costs by \$129,000 per year; applying for additional federal funding programs; and considering utilization of Community Transit Service funds. He said the Financial Plan also calls for the Town to develop an agreement with the Truckee Tahoe Unified School District for Special Education Transportation Funding. Currently 9% of existing Dial-A-Ride ridership is for class outings and work opportunities for participants with the Truckee Tahoe Unified School District. Without the Truckee Transit program, the school district would need to operate a separate service. The fully allocated cost is \$29,000 per year, but fares collected only generate \$1,500 per year. It is

pertinent the Town return to negotiations for an agreement with the school district. Mr. Woodman said a recommendation was for Proposition 1B PTMISEA funds and FTA 5310 funds be used for capital bus purchases. Overall, capital funds were identified for all capital expenses, and potential operating funds exceed operating costs by \$227,000 over the five year period.

Mr. Woodman reported the Implementation Plan in the ENCTDP Update in FY 2013/14 recommends implementing the year-round fixed route service and the revised winter one bus route to Donner Summit; reduce Dial-A-Ride vehicle service hours; Dial-A-Ride and interim fixed route services be operated by Gold Country Telecare; negotiate operation of fixed route services with Placer County; and purchase two buses. In FY 2015/16 the fixed route services would be operated by Placer County, and they would fully fund the TART Agreement, contingent on the grant funding. In FY 2016/17 and FY 2017/18 the recommendations are to purchase additional vehicles.

Mr. Woodman said conclusions from the study were to have consistent year-round service with expanded hours of service to greatly increase the usefulness of fixed route services in Truckee. He stated while all existing Dial-A-Ride passengers will continue to be served, efficiency of the service will be improved. The provision of service as part of the larger transit programs will improve service quality, and more than adequate funding is identified to address operating and capital costs.

Mr. Woodman introduced Kelly Beede, Town of Truckee Transit Services Manager, who addressed the Commission and was available to answer questions. Kelly Beede said the Town of Truckee thanked NCTC for funding the ENCTDP Update, which is a comprehensive document that provides strategies to take the Truckee Transit Program to the next level over the next five years. She said LSC Transportation Consultants took an in-depth look at the Truckee Transit Program, they heard the Town's concerns and ambitions, and developed alternatives that are sustainable over the next five years. The Town feels the year-round consistent service is a key element of getting people around the community and to and from work, as well as increase ridership and fare box revenues. She reported that the partnership with Gold Country Telecare will bring a new level of experience and relationships to eastern Nevada County and to the Town of Truckee region, along with the identified potential cost savings annually. The Town is planning to implement some of these services in mid-December when they transition to their winter service. Ms. Beede thanked NCTC for their support and Mr. Woodman for all of his efforts with the update process. She asked the Commissioners if they had any questions.

Commissioner Guerra said it was clear from the earlier report of Ms. Beede's to the Commission and the information stated in the update that there has been a substandard transit service program in Truckee. She stated she was stunned with things like not having a dispatcher, in terms of trying to provide a service. She was surprised to see Gold Country Telecare described as the CTSA agency in parts of the document, and in other places demonstrating a clear understanding that there is more than one, and the decision to not put the service out to bid when there does not seem to be an awareness of the western county recent decision to put paratransit out to bid, and the decision of Gold Country Telecare not to bid, and their comments about finding fault with the request for proposal. Commissioner Guerra said she would think that the Town of Truckee would want to make certain that the issues that have come up with performance tracking, fare handling, and other things are going to be adequate, and in fact are up to Truckee standards, and they would ensure that by going out to bid for service and having Telecare compete and show themselves to be the superior service.

Ms. Beede responded that since 1993, when the Town incorporated, they have gone out to bid for services and the contractors have always been for profit and their primary expertise has been charter services. The Town supports the long-term goal, developed through participation on a number of visioning committees, of having a more comprehensive and regionally branded transit system in the Truckee-Tahoe region. The idea of partnering with public agencies, such as Placer County, to provide fixed route transit service would be a step towards meeting the goal of having a regionally branded transit system in the region. She said it was determined by the Town Council that it was an appropriate approach to enter into an Intergovernmental Agreement with Gold Country Telecare, and potentially Placer County, to provide transit service in that region. She said they are in the middle of discussions with Telecare on the Town's expectations of the service that will be provided. All of the elements associated with that would be part of the Intergovernmental Agreement that would be highly managed once they enter into it. Commissioner Guerra asked if the Intergovernmental Agreement implies that Telecare is a public agency, is it the CTSA status that allows it? Ms. Beede responded that they did correspond with the FTA and Caltrans to assure that if the Town pursues this, they would still be qualified and available to receive paratransit funding, and that has been confirmed.

Commissioner Beason said from the map it appeared that service, other than winter, is restricted to the city limits and the winter shuttle goes outside to the ski resorts. Ms. Beede replied that was correct. Commissioner Beason asked if there are people who live outside of the city that ride on the system in the winter time, or is it just strictly skiers and workers going back and forth? Did anyone outside of the city limits, who uses the service in the winter, have an opportunity to give input? Ms. Beede replied yes, this is a public document and they do public outreach. She said the people who transport to the summit are employees that live within the Town of Truckee.

Ms. Beede said the primary portion of Donner Summit that transit serves is in Nevada County. They are deviating at the request of Sugar Bowl, and Placer County is aware that Truckee is deviating the route over to Royal Gorge to drop off employees to their facility as well. She said 99% of the people who are using the bus are riding it to get to work. There are a handful that find out they can ride the free winter shuttle in order to ski. Commissioner Dee said Sugar Bowl, Donner Ski Ranch, and Boreal all put money into the system. Commissioner Beason said he was asking the question because of the confusion on the Bicycle Master Plan. Commissioner Dee said there is another ski shuttle that is privately operated and supplements Truckee's bus service. She said that Northstar, Squaw Valley, and Alpine contribute to Truckee's system and they run a free shuttle from Northstar to the airport. For the SR 89 corridor resorts, the shuttle is based out of the Truckee High School and runs Saturdays, Sundays, and most holidays, and is privately based.

Commissioner Scofield asked if the Town has the Town Council as the oversight body similarly as western Nevada County has the Transit Services Commission. Ms. Beede said yes. He asked if they meet monthly. Ms. Beede replied they do not currently, but it was a recommendation in the Triennial Performance Audit to report at least annually. She said any significant changes to Truckee's Transit Services are taken to the Truckee Town Council for their approval. Commissioner Scofield asked if there is a service that runs to Reno and he compared the western county Route 5 that runs back and forth to Auburn. He asked if there was any ridership there. Ms. Beede responded that one of the alternatives they looked at was potentially operating a nonemergency medical service to the Reno area, which they would be looking at in the future to accomplish through sustainable funding alternatives. Commissioner Dee said there is a service run through the TMA (Transportation Management Association), where you sign up to be a driver and coordinate with them and they transport people to Kaiser in Roseville and to Reno;

but it is by private car and not by bus because of the cost. She said there are ways to get to Reno, such as Greyhound bus service and Amtrak, but Truckee has no bus service to Reno.

Chairman Jostes said in the four years he has been on the Commission there has been a study or an audit or two where they have dealt with the Truckee Transit System a few times and this study seems to be pretty major. He asked if they considered this a major revamp of the system. Ms. Beede replied yes. The Town has provided resources through Ms. Beede's position to take a close look at the transit services program and provide recommendations in response to the consultant's input, in coordination with NCTC staff, and provide a more efficiently run program and better service to their community. Ms. Beede said the vision of the ENCTDP is to provide direction for the next five years to have a reliable service that works year round. She said currently when they transition from winter to non-winter service, they go from hourly headways from 9:00 a.m. to 5:00 p.m. with an hour break during the day, to three hour headways and two hour breaks, and people cannot get to and from work, among other needs. She said it is the vision of the Town of Truckee, on the fixed route, to develop a consistent and reliable year round service based on providing a separate shuttle to and from the summit for the winter employees to get up there. They have submitted a PTMISEA grant to acquire additional buses in order to provide a better level of service in Truckee. Chairman Jostes said his point was rather than a tweak, it is a major organizational change and major philosophy change, all of which require a great deal of management efforts to come out correctly and it is very ambitious. He said it will be interesting to see how it comes out; it is not a small thing the Town is taking on. He thanked Ms. Beede for her report.

14. Allocation Request from Gold Country Telecare, Inc.

Executive Director Landon reviewed that at the previous NCTC meeting in July the Commission discussed and considered a request from Gold Country Telecare for \$70,000 of Community Transit Services (CTS) funds. He said those funds are a five percent apportionment of the Local Transportation Fund each year. Gold Country Telecare is an eligible claimant because of their designation as a Consolidated Transportation Service Agency. Mr. Landon said at the conclusion of the discussion at the July meeting, NCTC staff was requested to determine if there was a transportation need that Telecare could serve without competing with Gold Country Stage or Gold Country Lift. He thought that was a feasible alternative or opportunity and provided a PowerPoint presentation with details. Mr. Landon said there is more than 16,000 people that reside in the outlying paratransit service area, as well as the remainder of western Nevada County that potentially could be served under an allocation like this. He said, in addition, there are approximately 5,000 to 6,000 people who actually reside in the ADA service area that are not using ADA transportation provided by Gold Country Lift. Mr. Landon said this is a significant potential clientele for this service. With an allocation of \$70,000, Gold Country Telecare could provide as many as 3,500 rides per year based on an assumed cost for boarding of \$20, which is consistent with what was occurring in their June 2013 Operations Report, and also with regard to the three year Triennial Performance Audit data. Mr. Landon said the \$20 per boarding is a reasonable estimate. Based on that boarding cost and assumed operating costs of \$164,696, Telecare could achieve approximately \$21,000 in fare revenue and a fare box recovery ratio of 12.75%. He noted that if the allocation were approved, then that ridership will be monitored and reported to NCTC monthly. Assuming 250 service days per year, fourteen rides per day would allow Telecare to achieve 3,500 rides as noted in the potential \$70,000 application. He said with 16,000+ potential riders, it would seem reasonable that over time Gold Country Telecare could achieve the 3,500 rides per year mark. Mr. Landon said payment of the allocation could be structured so Telecare could receive a start-up amount and then receive the balance of the

allocation based on the rides they provide. This would reduce or minimize the potential of the Commission paying for a service that was not happening.

Executive Director Landon said one of the key things in this is the potential competition with Gold Country Stage and Gold Country Lift. He said they looked at the fact that, with regard to Gold Country Stage, riders typically will not travel more than one-quarter mile to an accessed fixed route, so if Telecare were to not serve within a quarter mile of a fixed route, that would seem to minimize or reduce the potential competition with the Stage. Mr. Landon said with regard to the outlying ADA service area, and the remainder of the county, in fact even the ADA service area, Telecare clients are now required to fill out an application and sign a statement that they are not ADA certified. He said they can also monitor the monthly reports of the riders with origins and destinations to ensure there is no overlap of service. Mr. Landon noted in the past few weeks there have been rides declined by Gold Country Lift of ADA certified clients and those are being referred to Telecare so those passengers can still get transportation. He stated again that there appears to be sufficient demand to provide the need for this allocation.

Executive Director Landon referred to a map in the meeting packet that shows the three geographic areas. He said the beige area with purple lines represents the quarter mile designation around the fixed route service, the darker green area is the ADA service area, and the lighter green area represents the outlying service area. He invited the Commission to discuss the information presented and provide NCTC staff with direction as to whether or not they support the allocation, and if they do support it, which geographic area they would want to have Telecare service.

Commissioner Beason asked if the Telecare service would provide rides for ADA certified people who live outside the corridor and non-ADA certified people. Executive Director Landon said yes, if those ADA certified clients are referred by Gold Country Lift because they are not able to handle the request, then they refer the passenger to Telecare; that is the only occasion they would handle ADA certified clients. Commissioner Beason asked how many buses Telecare has. Dave Walker, Telecare Executive Director, replied they own 21 buses and 16 are in operation now. Commissioner Beason said if Telecare has to start investing in capital, will this funding cover the operation end and capital if Telecare starts replacing buses. Mr. Walker said they replace buses the same way the county does, with grant funds. Commissioner Beason asked if they have match funds. Mr. Walker said the match funds are taken care of with bridge toll credits.

Commissioner Guerra said she still is uneasy about whether or not this would cut into Gold Country Stage services more. She appreciated the statement that people are not leaving us to be certified, but it felt weird to her. She is concerned that once you add a service that is going to be serving in all areas of western Nevada County, she felt it would cut into the Stage's fare box. She is very concerned about people in the outlying areas who need service, and she wondered if these funds were applied to the existing service, could that demand be met then without adding yet a whole other service. Executive Director Landon replied that there is a maximum set in place by the county contract for paratransit services and he believed they are already bumping up against those limits.

Commissioner Fouyer said his concerns are not just the competition, but the complexity of what is being created for the riders themselves of whom to call and how do they get to where they want to go. He said he is trusting staff when they say this will work. His biggest concern is how to implement a plan that does not create confusion for all the ridership so they get real discouraged and say forget it and do not use the service. Mike Woodman, Transportation

Planner, said it will require some education and also coordination between Gold Country Lift and Gold Country Telecare. He said some of what is ongoing currently is that people from the outlying areas call the Lift and they refer the passenger to Telecare if they are not ADA certified. Commissioner Beason said they are doing that now. Mr. Woodman said to some extent, yes. Executive Director Landon said when Gold Country Lift has been unable to serve people in the outlying area, they refer the people to Telecare.

Commissioner Scofield said he had a person call him several days previously that was told they could not have service for at least two weeks and she did not leave her address. He asked if these people are living in the ADA corridor or are they people outside the corridor. Executive Director Landon said they are in the outlying paratransit service area, outside the ADA corridor. Commissioner Scofield commented that it is a benefit to the county for a person like that, who the Lift is unable to take care of, to be able to access a secondary service that they can fall back on. He told Michelle Johnson of Gold Country Lift that he appreciated her report earlier in the Transit Services Commission meeting regarding the dialysis center and the cost of some services, so he was trying to clarify some of the issues Gold Country Lift is going through.

Michelle Johnson said she was going to be frank and honest and she has some concerns. She believes it is all about serving passengers, and when they started providing service in July they underestimated, and she was not aware of the amount of service and demand in western county. She said when Gold Country Lift started in July they said they would try to do every ride, but that was unrealistic. They have seen the ridership increase, the revenue service hours increase, and they have seen the demand. Ms. Johnson said now she is in a position where they have to make some adjustments according to their contract because they are only allowed so much revenue service hours per year. She stated that the demand is there and they know there is all of the secondary outlying ADA service. She said they would love to coordinate with Telecare; however, her biggest concern is they will still take the dialysis patients, but they do not have enough revenue service hours to take all of the passengers. She said the dialysis passengers will be paying \$4 per trip, and she wondered if the Lift would be put in a bad position because she does not know what Telecare will charge passengers for the same service; that was her big question. Ms. Johnson said she appreciated the Commissioners concerns because she also has a concern about streamlining transportation. She thought there should be a way that if the Lift cannot take those passengers, and NCTC provides the funding to Telecare, that there are some systems in place so they only have to call one agency. She stated there were many issues in the first two weeks of unclarity of who to call, who is the provider, and that was really traumatic for some of their clientele. She would like those issues considered as the services move forward. Ms. Johnson said she really wants to be a good partner in Nevada County with all transportation providers and she feels the company she represents feels the same. They are here to enhance transportation and not be a detriment.

Commissioner Beason said Gold Country Lift is providing paratransit services to people in the ADA corridor. He said if someone outside the ADA corridor, who is eligible and ADA certified, calls the Lift, they refer them to Telecare. Ms. Johnson replied that they have had to do that over the last few weeks when they were maxed out on service hours. The Lift does provide service in the secondary ADA corridor when they have the service hours. Ms. Johnson said you can look at the Lift reports and the service hours are decreasing tremendously and they know they have a limit on that. So they have to bring the service hours under control, and according to their contract, they provide service to the secondary corridor on a fund available basis. She felt that is unfortunate for the passengers who are not served. She will look at how they can maximize their services and resources and look at different options as they move forward, but they need more operating data.

Commissioner Beason asked Ms. Johnson if the Lift made a claim on the \$70,000 funding the Commission is considering for Telecare. Ms. Johnson said she thought that was initiated before the Lift came to Nevada County. Mr. Woodman noted that Gold Country Lift is not eligible for CTS funding, but the Nevada County Transit Services agency could request the funding and they have requested funding for paratransit services for the budget. Commissioner Beason said the county could request more funding. Commissioner Beason said he is trying to figure out the pluses and minuses, i.e. is the county better off providing the \$70,000 to Telecare so they can theoretically meet a need that is not being met, or is the county better off providing those funds to Gold Country Lift to help them with their service hours. Executive Director Landon said the answer to that question is the funding is not available today. He said it would require talking to Susan Healy-Harman and find out what some of the contract costs are and how many rides could be provided with the \$70,000 for the Lift versus Telecare, and he did not have that data. Commissioner Beason said, on one hand, he did not want to short someone they have a contract with if it could make the service better. He continued, on the other hand, they would have to measure whatever the increase in value of service is compared to what you might get from the other. Mr. Woodman said the current paratransit contract with Gold Country Lift is fully funded in the budget with CTS funding that was requested by the county. Additional CTS funding would be above and beyond the current contract and would require a contract amendment. Commissioner Beason said that is easy to do, so that was the question to him. Mr. Landon said that was data that could be brought back to NCTC. Commissioner Beason asked if the Commissioners wanted to make a decision that day or bring the topic back at a future meeting. Commissioner Scofield thought it was a good question.

Chairman Jostes asked if there was a timeline associated with the \$70,000. Executive Director Landon said as far as approving it there is not a timeline; the constraint is that they are already into the first quarter of the year and the service could be provided at any point-in-time when the funding is available. He said some of the service is being provided now; it would just enhance their ability to do so. Mr. Landon restated the Commission is under no specific time limit of when they need to approve the allocation.

Chairman Jostes asked if there was a motion to adopt Resolution 13-33. Commissioner Fouyer said his concern was he did not want to delay the action for another two months. He did not see any benefit at all in another delayed discussion. Commissioner Guerra said it sounded like the services were being delivered. Commissioner Beason asked if the Commission could provide a certain amount pending more information. Commissioner Fouyer asked do you dilute the \$70,000 down to the point where it becomes ineffective. Commissioner Scofield asked do you go ahead and distribute this money to Telecare, recognizing that Gold Country Lift is really in that building stage where a lot of the questions could be answered, and they are so far into the year. He thought perhaps they were just as well off having that back-up secondary system. Commissioner Fouyer said he thought Gold Country Lift was still in a learning curve, so as they go forward, they are finding more things to be learned in this process.

Commissioner Fouyer made a motion to adopt Resolution 13-33. Mr. Woodman asked for staff direction on the geographical area where the service would be provided. He said staff developed the quarter mile boundary around the fixed route, in order to try to address the Commission's concerns regarding the possible competition of fixed route services. He said staff discussed this with Gold Country Telecare and they were comfortable with not serving another area. Mr. Woodman said the county GIS indicated they can provide all the addresses within that quarter mile boundary and that could be given to Telecare so they know not to serve those addresses, if that would be the Commission's desire.

Valerie Sharp, from FREED Center for Independent Living, said they serve seniors that do not identify as having a disability so they do not apply for Telecare or the Lift, but they would qualify functionally for ADA eligibility. She thought maybe they could get a denial for ADA eligibility rather than just a statement, so they would have the opportunity to get the lower rate. She asked the Commission to consider that rather than them filling out paperwork saying they are not disabled and let them be screened through the process. Ms. Sharp said also for those ADA riders that are in the extended area and are referred to Telecare, FREED was concerned that people with disabilities under 60 years old in that group that are serviced through Telecare, and the people in that extended area, would have priority. She wanted to know if those people in that area would get a break or would they pay the higher Telecare rate. Ms. Sharp said those were the concerns of people at FREED, especially the screening of people because they work with many seniors that qualify but do not apply, because they do not identify as having a disability, but functionally they qualify.

Commissioner Guerra said this comment raised a question to her about fare controls and if there was an identified fare amount as part of this document that would stay consistent for a period of time or if Telecare has the ability to raise fares as they wish. Executive Director Landon said as it stands, Telecare would charge based on their costs and whatever fare they want to charge. He said the Commission has the ability to indicate with this allocation, and state in this document, a fare and geographic area they want Telecare to use and it would be up to them to accept or decline the allocation based on the feasibility to them.

Commissioner Guerra stated her other issue is with the geographic area and her concern about the competition with Gold Country Stage. She asked if there is an ability, as far as coordination, to bring people to Gold Country Stage and then have them transfer to the Stage, so what they are not doing is having three systems serving the core area. Executive Director Landon said his perspective was, as far as a rider is concerned, that the desirability of switching vehicles half way through the trip would not be very palatable. Commissioner Scofield asked Ms. Johnson if Gold Country Lift was able to service the three geographic areas on the map. Ms. Johnson responded that the Lift is primarily focused on the ADA corridor that they are mandated to cover. She said the outlying corridor is where they are having issues; they do not have enough resources to cover the secondary service area, and they are to cover that area if funds are available. Ms. Johnson said the Lift is at maximum level service hours. Commissioner Scofield said this is where the partnership with Telecare would be beneficial. Mr. Woodman said the Commission had several options where they could say Telecare can serve anywhere outside of the quarter mile boundary that is proposed to try to eliminate conflict with Gold Country Stage, or Telecare can serve anywhere outside of the ADA corridor. He said there are non-ADA certified seniors living within the ADA service area that potentially could be served. Executive Director Landon said it adds a potential 5,000 to 6,000 riders within the ADA area. Commissioner Fouyer asked when you say outside the buffer, does that extend all the way out to the outlying area or does that end on the interior lines of the ADA service area. Mr. Woodman said it extends all the way out.

Commissioner Beason asked why someone has to be 60 years old and not ADA certified to ride Telecare, as stated in the resolution. He said what if he lives outside the ADA corridor, he is 35 years old, and he wants to go to Grass Valley. He asked what the difference was between someone 60 years old who is not ADA certified and someone who is 50 years old and is not ADA certified. Dave Walker, Executive Director of Gold Country Telecare, responded that was an internal decision not to provide service for riders under 60 years old. Telecare determined there is enough demand for those who are 60 years old and older to be served, and they do not want to be so aggressive that they commit to more services than they can provide. Commissioner Beason asked if they would check identification to manage this plan. Executive

Director Landon asked how Telecare would know the individual was 60 years old or older. Mr. Walker said they have never had an issue in the past and if there was someone who looked on the border the driver would ask. Mr. Walker said it has been known for years that Telecare service is provided for the elderly. He told Commissioner Beason he brought up a question that no one had asked and it had not been addressed. Mr. Walker said there is an application to fill out that indicates the passenger's age. He said they get information on what the needs are of the passengers; if they are qualified for ADA or not. Mr. Walker said if they are qualified for ADA they could get a much cheaper ride. Telecare does not want to be overly aggressive in what they think they can do. Commissioner Beason said if this service is going to be added, he wanted to make it as easy as possible on the consumer. He said he does not care how old the passengers are; he was unclear as to how Telecare would handle the age limit without checking ID. Mr. Walker said he thought the application would be the best way to determine age. If they were required to check drivers licenses before every boarding, it would be time consuming. He said it would be fine with Telecare to take passengers under 60 years old, as long as they were adults and Telecare had funding to do that, but that is where the aggressive issue comes in.

Commissioner Scofield asked for clarification if Gold Country Lift was able to take care of passengers within the two major geographic areas. Michelle Johnson replied no; they are primarily focused on the ADA corridor and the secondary corridor if funding is available. Executive Director Landon said the Commission can choose where the Telecare service area starts; they can choose to start at the ¼ mile radius or the ¾ mile radius. Susan Healy-Harman, Nevada County Transit Services Manager, said she wanted to clarify the ADA corridor and the outlying service area. The ADA corridor is based on where the Gold Country Stage system runs; it is ¾ mile on either side of the Gold Country Stage fixed routes and is mandated by ADA law, so there is a set ADA corridor. She said the Commission over the years has also designated an additional ¾ mile radius as an outlying service area, i.e. the secondary service area. That is not mandated by ADA law; you can do it if you choose. She said traditionally Telecare has been able to serve, when they were on contract, 90% on the average their services in the ADA corridor and 10% was in the outlying service area. Ms. Healy-Harman said that is the same pattern they are seeing with Gold Country Lift and that is probably not going to change unless they do some creative service delivery. She stated that Gold Country Lift serves the ADA corridor; they are mandated by law and they will serve it whether Telecare is there or not. She said the additional service area is just as resources allow; it is a part of the contract. She said that was some background on how the service areas are determined.

Chairman Jostes said this was highly frustrating as a citizen, taxpayer, and someone who is not intimately involved in the Commission dealing with transit. He said he was very glad he does not have to ride a bus. He stated this was amazingly complex, from a simple question of where do I catch the bus, and he would leave it to the other Commissioners as to what they wanted to do with it. Chairman Jostes said he was sure the Commission could not fix this system with all the bureaucracy that is involved in it, because it probably goes all the way back to the federal government at some point. He said it was very frustrating and he had no idea what the others wanted to do with it because NCTC was talking about things that have nothing to do with the \$70,000. They were talking about issues that have to do with the efficient operation of multiple overlapping transit systems and he thought the discussion was getting way off course. He said for this agenda the actions would be to either table the discussion and decision, or someone could make a motion and the Commission pass it, because it seemed to him the issues being talked about were way beyond the scope of the discussion. Commissioner Fouyer said he had a motion on the table.

Commissioner Scofield wanted to make a quick comment. He said it is not about where to catch the bus with this because it is paratransit service; it is who do I call. He said you call Gold Country Lift and if they cannot handle it, then they can refer the client to Telecare. He said the only thing complicating this is suddenly there is a secondary player in this that they never had.

Commissioner Fouyer said he wanted to stick with the motion to adopt Resolution 13-33 and restrict the boundaries to the outlying defined paratransit service area since that seems to be the most needed area. Mr. Woodman needed staff clarification and asked if Commissioner Fouyer meant anything outside of the dark green ADA service area? Commissioner Fouyer replied yes. Commissioner Dee seconded the motion. Commissioner Beason asked if the Commission should reserve the right to rescind the resolution if the secondary service does not work out, stating that six months down the road Telecare's service may not be blending with Gold Country Stage and Lift. Commissioner Scofield said the Commission was going to expect a good partnership between Telecare and Gold Country Lift, and if it does not turn into a good partnership then it would be tabled again. Executive Director Landon noted that was a fair statement and staff would be monitoring the ridership monthly and reporting to NCTC as to how it is working out. Commissioner Beason said the Commission would give it a chance. Commissioner Guerra said she would like to consider an amendment that would take into account what Valerie Sharp recommended, which was rather than have a client fill something out that says they are not ADA certified, that they actually apply and have it denied so they are given every opportunity to get the lower cost of service.

Commissioner Fouyer amended the motion for adoption of Resolution 13-33 to add the denial of the ADA application. Executive Director Landon stated that practical implementation of that is when they do the application, a copy would be forwarded to Transit Services for review to see if they are ADA eligible.

Chairman Jostes called for a vote of the Commissioners. The motion passed with Chairman Jostes abstaining and Commissioner Harris absent.

15. Social Services Transportation Advisory Council (SSTAC) Appointments

Commissioner Beason made a motion to appoint Michelle Johnson, David Soto, Sarah Deardorff, Valerie Sharp, and Joe Glick to serve on the SSTAC. Commissioner Fouyer seconded the motion. The motion passed unanimously.

COMMISSION ANNOUNCEMENTS

Chairman Jostes said the Commission would be adjourning as the Nevada County Transportation Commission, but before they did he asked for Commission Announcements.

Commissioner Dee announced that the upcoming Sunday, September 22nd, the Iron Man competition would be held in the Tahoe Basin. There were 2,500 athletes coming in for the event and probably about 10,000 family members and friends with them. She said Old Historic Truckee would be having a party from 9:00 a.m. to 4:00 p.m. She encouraged people to walk in or ride a bike in and said it would be a big deal. Commissioner Dee also announced that on Saturday, September 28th, the Humane Society would be opening a new shelter in partnership with the Town of Truckee.

Chairman Jostes ADJOURNED AS THE NEVADA COUNTY TRANSPORTATION COMMISSION at 11:50 a.m. and CONVENED AS THE NEVADA COUNTY AIRPORT LAND USE COMMISSION.

16. Request for Airport Land Use Compatibility Plan (ALUCP) Consistency Findings – Nevada County’s Proposed Amendment Language for General Plan Land Use, Safety, and Noise Elements

Executive Director Landon reported the State of California regulations that govern airport land use compatibility planning, notes that once a local agency amends its General Plan, so it is determined to be consistent with the ALUCP, it reduces the need for review of most of the projects that would otherwise need to come through the airport land use compatibility process. He said Nevada County has embarked upon an update of their General Plan and they have provided language proposed to be inserted into their Land Use, Safety, and Noise Elements, which, based on a staff review and review of the Commission’s consultant, Mead & Hunt, would bring the Nevada County General Plan into consistency with the Nevada County Airport Land Use Compatibility Plan (NICALUCP). Mr. Landon noted that staff met with two of the individuals who were key in the pro per plaintiff issue and the lawsuit that developed over the adoption of the NICALUCP, and they understand how this is proceeding and there is no change to their properties. Mr. Landon said Director Brian Foss and staff member Kimberly Hunter, from the Nevada County Planning Department, were at the meeting if there were any questions.

Executive Director Landon said that staff believed this was a straight forward action and recommended approval of Resolution 13-01 that would state, with the proposed amendments, the Nevada County General Plan would be determined as consistent with the Nevada County Airport Land Use Compatibility Plan. Commissioner Beason made a motion to adopt Resolution 13-01. Commissioner Guerra seconded the motion. The motion passed unanimously.

SCHEDULE FOR NEXT MEETING

The next regularly scheduled meeting of the Nevada County Transportation Commission is on November 20, 2013 at the Nevada County Board of Supervisors Chambers, 950 Maidu Avenue, Nevada City, CA.

ADJOURNMENT OF MEETING

Chairman Jostes adjourned the meeting at 11:53 a.m.

Respectfully submitted: Antoinette Perry
Antoinette Perry, Administrative Assistant

Approved on: December 11, 2013

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

