



NEVADA COUNTY TRANSPORTATION COMMISSION

Grass Valley • Nevada City • Nevada County • Truckee

MINUTES OF MEETING September 19, 2012

A meeting of the Nevada County Transportation Commission (NCTC) and the Nevada County Airport Land Use Commission (NCALUC) was held on Wednesday, September 19, 2012 in the Nevada County Board of Supervisors Council Chambers, 950 Maidu Avenue, Nevada City, California. The meeting was scheduled for 9:30 a.m.

Members Present: Carolyn Wallace Dee, Ann Guerra, Larry Jostes, Dan Miller, and Ed Scofield

Members Absent: Nate Beason and Sally Harris

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 9:31 a.m.

Pledge of Allegiance

PUBLIC COMMENT

There was no public comment.

At 9:33 a.m. Chairman Jostes ADJOURNED THE NEVADA COUNTY TRANSPORTATION COMMISSION AND CONVENEED THE NEVADA COUNTY AIRPORT LAND USE COMMISSION.

CLOSED SESSION

Conference with Legal Counsel: Pursuant to Government Code Section 54956.9(a), Existing Litigation. Name of Case: City of Grass Valley et al. v. Nevada County Airport Land Use Commission et al.; Nevada County Superior Court Case No. 77990.

Chairman Jostes announced the Closed Session with Legal Counsel. Commissioner Miller recused himself from the Closed Session. The other four Commissioners in attendance (Commissioners Dee, Guerra, Jostes, and Scofield), Legal Counsel Nancy Miller, and Executive Director Landon left the council chambers to meet in a private room.

Chairman Jostes reopened the meeting from the Closed Session at 9:54 a.m. Nancy Miller reported that the Commission authorized legal counsel to sign the Amendment in the Loma Rica matter with modifications.

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At 9:55 a.m. Chairman Jostes ADJOURNED THE NEVADA COUNTY AIRPORT LAND USE COMMISSION AND RECONVENED THE NEVADA COUNTY TRANSPORTATION COMMISSION.

CONSENT ITEMS

1. Financial Reports
 - A. June and July 2012. *Approved.*
2. NCTC Minutes

July 18, 2012 Meeting Minutes. *Approved.*
3. 2012/13 FY State Transit Assistance Revised Apportionments. *Adopted the revised apportionment table as a basis for allocation from the State Transit Assistance Fund for the 2012/13 FY.*

Commissioner Dee made a motion to approve the Consent Items. Commissioner Guerra seconded the motion. The motion passed with an abstention by Commissioner Scofield of the July 18, 2012 Minutes.

INFORMATIONAL ITEMS

4. Correspondence

There were numerous items from the Nevada County Economic Resource Council (ERC) and Chairman Jostes commented that the organization has become more proactive and aggressive in their dealings and he has seen a great improvement in the things they are taking on during his term on the Council. He feels good about NCTC's involvement being seated on the Council. Chairman Jostes added that Commissioners Scofield and Miller also sit on the Council and they all have been involved in subcommittees, which is a new approach.

5. Executive Director's Report

5.1 Reauthorization of Federal Transportation Act

Executive Director Landon noted that subsequent to President Obama signing into law the new two-year Federal Transportation Reauthorization Bill, there is a scramble going on at the state level to determine how the funding that comes from the bill will be implemented in the State of California. He said Michael Woodman, NCTC Transportation Planner, is carrying the bulk of that work for staff and is active on a state-wide committee to discuss the principles and policies that will be utilized to insure that there is appropriate funding going to all agencies that is coming out of the MAP-21 effort. Executive Director Landon is on a committee as well. He added that staff will keep the Commission posted on it, but there has not been any settlement to date as to what the policies will be; everyone is still trying to jockey for position and make sure their agency is not harmed in some way.

Commissioner Guerra commented that she is grateful for the representation NCTC has at the state level with Executive Director Landon and Transportation Planner Woodman serving on subcommittees. She feels it serves the county well.

Executive Director Landon reported that staff is working with the Rural Counties Task Force and the North State Super Region, which are rural agencies that have similar needs and concerns as Nevada County. He feels there will be good input.

5.2 FY 2012/13 Transportation Planning Grants

Executive Director Landon stated that a transportation planning grant was received to utilize the Federal Transit Administration funds to update the Eastern Nevada County Transit Development Plan. He said Mr. Woodman will manage the project and he is moving forward with a Request For Proposal.

Action will be taken later in the meeting regarding the Overall Work Program (OWP) to move funding from the Bicycle Master Plan that was in the OWP; that grant was not received, so staff came up with alternate funding.

5.3 Dorsey Drive Interchange Project

Executive Director Landon reported that on August 22, 2012 the California Transportation Commission (CTC) allocated \$14.155 million from Regional Improvement Program (RIP) funding to begin construction of the Dorsey Drive Interchange. He said the City of Grass Valley is underway with getting documents ready to put the project out to bid and he was excited to see the project come to fruition. A brief overview of the history of the project and the hurdles that were overcome were provided in the Executive Director's Report.

6. Caltrans District 3 Project Status Report: Winder Bajwa, Caltrans Project Manager for Nevada County; Trisha Tillotson, City of Grass Valley Senior Engineer and Deputy Director
 - *Dorsey Drive Interchange* – Trisha Tillotson of the City of Grass Valley reported that they received federal authorization and their consultant management firm, HDR Inc., will be going through an audit with Caltrans. The City expects to go out to bid in December as scheduled.

Commissioner Scofield asked when they would actually move dirt with the project. Ms. Tillotson replied the city is planning to start construction in the spring or summer of 2013, depending on the weather.

- *SR 49/La Barr Meadows Road Widening Project* – Mr. Bajwa said the project is about 70% complete and over \$5.5 million has been spent to-date. He noted that traffic was transferred from one side of the road to the other side earlier in the year as part of the staging work. Mr. Bajwa stated that most of the work currently being done is on the west side of the highway and some work is on frontage road connections along the Tall Pines Mobile Home Park and Ponderosa Pines Mobile Home Park. There are two sound walls being built near Kenwood Drive and Mountain Air Mobile Home Park. He said the plan was to have the traffic signal operational by the end of September and they will continue to shoot for that date; however, they may not be able to have it connected until early October. Mr. Bajwa said the final overlay of asphalt/concrete is dependent on the weather and it is one of the last things done on a project; therefore, it may not be applied until next year's construction season when the temperatures will be high enough to apply it. He thought the project was making good progress. Mr. Bajwa said there were some challenges with the project, but they worked with the local community and local officials to address them and he thought many concerns had

been addressed. Mr. Bajwa stated appreciation for Executive Director Landon, Commissioner Scofield, and Nevada County Supervisor Lamphier who were involved in meetings with local citizens that produced good results.

Executive Director Landon noted that he had been contacted the previous day by Rochelle Jenkins, Caltrans Public Information Officer for District 3, and she was working on setting up a signal activation ceremony for some time in October. Commissioner Scofield asked if the intersection had to be completed before the signal is activated. Mr. Bajwa replied yes, because in order for the final lighting to be activated all the travel lanes have to be completed, the curbs and gutters have to be in place, and the right and left turn lanes have to be delineated so drivers are not confused. Commissioner Scofield was concerned the project was not going to be completed until springtime, but the report was encouraging. Mr. Bajwa said in the next two months there will be a lot of progress. Executive Director Landon stated that Ms. Jenkins also told him that the contractor, De Silva Gates, had just been awarded two additional major contracts for next season with Caltrans; the Willits Bypass on SR 101 and a major bridge project on the Feather River in south Sutter County. Ms. Jenkins pointed out that in order for the contractor to be ready to do those projects they need to finish the SR 49/La Barr Meadows Road project. Mr. Landon said this information contributed to the concerted effort in the past few weeks to complete the project.

Chairman Jostes asked the vulnerability of the project if there were an early rain storm; would that stop the project. Mr. Bajwa said most of the problems with rain lie in environmental issues around moving dirt, but he thought most of the dirt moving would be done by then. He said work on the soundwalls could continue even if it rains. He stated most of the drainage work is done, and the deer crossing on the west side should be completed soon. Dave Catania, Caltrans Engineer, told Mr. Bajwa all that would probably carry over to next season is applying the rubberized asphalt/concrete. Mr. Bajwa said they use rubberized asphalt/concrete to reduce the noise levels even further than just the placement of soundwalls for the nearby residents.

Commissioner Miller asked if there had been any change orders submitted. Mr. Bajwa said there had been some change orders, but he was not familiar with the specifics, and he did not think it would affect the budget. He said he would check with Dave Catania to be certain.

- *SR 89 Mousehole Pedestrian Undercrossing Project* – Mr. Bajwa reported that he had asked Becky Bucar of the Town of Truckee for details on the project, since she is the local project manager. He stated that Caltrans and the Union Pacific Railroad (UPRR) completed the 60% design review, comments were submitted to the Town of Truckee, and they were incorporated into the project design. The 95% Plans, Specifications, and Estimates (PS&E) is scheduled for completion by the consultant, HDR, by December. Mr. Bajwa said some additional surveys were needed for right-of-way (R/W) appraisal maps. R/W acquisition for easements should be completed by the end of October. Plans are to have the project ready for construction by early 2013; however, there are three types of funding involved: ADA (Americans with Disabilities Act) SHOPP (State Highway Operations and Protection Program) funds, which are the bulk of the construction money; local funds; and State Transportation Improvement Program (STIP) funds that are not programmed until FY 2014/15. Mr. Bajwa said he is working with Executive Director Landon and the Town of Truckee to strategize how to get funding, or find other resources, or avenues to use to get the funding to construct the project. Mr. Bajwa thought the Town was doing a good job with the consultant and they are moving forward with the work needed to get the project ready for construction.

- *SR 49 Minor A SHOPP Projects* – Mr. Bajwa said the environmental work on these two projects is done and the final design work is in progress. He stated the first project to be constructed is at Carriage Road, Ladybird Drive, and Cherry Lane. It should be ready for advertisement next summer and if they can get the funding, the project could be constructed next year. The second phase is the project at Smith Road and Brewer Road that will then be designed and constructed.

- *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 said Caltrans received allocation from the CTC for this project on August 23rd. He stated that advertisement is scheduled for October 1st and the contract should be awarded in November or December. Mr. Bajwa thought the project would not start construction until May or June 2013.

Commissioner Guerra asked what the project was on SR 174, when it would conclude, and if it involved rubberized asphalt/concrete. Mr. Bajwa said he was not the Project Manager on it, but he would get the status on the project and send it to Executive Director Landon to forward to the Commissioners.

Commissioner Dee thanked Jody Jones, Caltrans District 3 Director, and her staff for the great job on the SR 89 project. She said there had been concerns because several nights the temperatures were in the low 30's, but they had been able to stick to the night-only work and there had been only two delays in the two months of work.

PUBLIC COMMENT – Caltrans Report

Jack Meeks of Penn Valley commented on the rehabilitation of SR 20. He noted that at the Grass Valley roundabout interchange on SR 20 there is a merge from the roundabout to SR 20 West, and there is also a merge from SR 20 West exiting into Grass Valley; this is a double crossover and the area is presently obscured by about twenty large, bushy 15 foot high trees. Mr. Meeks said the trees make it impossible for drivers from the roundabout entering the interchange to see drivers coming down the hill and it also makes it impossible for the drivers coming down the hill to see the drivers entering the freeway from the roundabout until the last moment. He thought it was a very dangerous spot to have trees at a merge point. He suggested the trees do not belong there and they should be replaced by ground cover no more than two feet high so the double merge drivers can be easily seen by each other. Mr. Meeks commented that Caltrans usually leaves a merge area free of trees to allow for better vision of merging traffic. He asked to consider removing the trees from this area.

Mr. Meeks also noted an area in Penn Valley where Rough and Ready Highway crosses SR 20. He said Caltrans just finished a project there that made the two lanes each way into a four lane, but only at the intersection; they did not increase the lanes in either direction uphill or downhill from Penn Valley or from Rough and Ready. He said it is still the same inputs to this four lane intersection, but they removed a right turn merge lane and changed the intersection into a stop on red and look situation. Mr. Meeks said he was referred to a Mr. Banks from Caltrans who told him that it was a minor project and no public input is required. Mr. Meeks would like to find out the relationship between the public, NCTC, and Caltrans. He asked if Caltrans consults with NCTC when they propose projects. He wondered if the public ever receives anything other than a final diagram of a completed project. He asked if the public is ever invited or if it is required that the public have any input into a small project that Caltrans produces. He asked the Commission if Caltrans should possibly find a way to coordinate with the citizens of Grass Valley and Nevada City and NCTC. He wondered what the public is invited to do and how they would be invited; by publication? He added

that posting a notice on a bulletin board is a “legal” publication, but not actually. Mr. Meeks said some of the Caltrans proposals have been posted in The Union newspaper, but only because someone decided that the public should be informed. He asked if there is any method or procedure that the public should be automatically informed of roadway improvements, even if they are minor projects at \$1 million or less, or large projects at \$14 million or more.

Chairman Jostes thanked Mr. Meeks and asked Executive Director Landon if he was familiar with where the trees are that were mentioned so there is an understanding of that intersection. Executive Director Landon said yes and noted that Mr. Meeks had called him and he believed it was Jim Brake of Caltrans that called Mr. Meeks. Mr. Meeks said Mr. Brake was very nice, but he stated that minor projects do not require public input so there was none requested. Chairman Jostes said he was addressing the first issue about the trees obstructing drivers’ vision on and off the freeway and he wanted to be sure there was an understanding of the location because he could not picture it himself. Executive Director Landon said he spoke to Mr. Brake and he had received another comment on the issue of sight distance, so Caltrans was looking into it. Commissioner Miller agreed with the comment that coming out of the roundabout and entering the freeway heading west, when you look back the bushes and trees do prevent you from seeing all the traffic that is trying to merge into that area. Mr. Meeks commented that no one has been killed there. Commissioner Miller replied that it was surprising there have not been more accidents there, and he agreed that it was difficult as far as sight lines with the bushes there. Chairman Jostes said he appreciated the comments and the issue will be looked into.

Chairman Jostes asked for any response on the second comment by Mr. Meeks regarding the intersection in Penn Valley. Executive Director Landon agreed with Mr. Brake’s comments and he stated it is like a Public Works Department doing a project; on certain types of projects there is no legal requirement for them to do notification and this evidently was one of those cases.

ACTION ITEMS

7. Social Services Transportation Advisory Council (SSTAC) Appointment

Transportation Planner Michael Woodman stated that at the July 18th NCTC meeting staff pointed out that the position for a representative of transit users in western Nevada County remained vacant and staff would continue to work to fill that position. He said following that meeting he was contacted by Blake Hinman who indicated he would be interested in filling the vacancy. Mr. Woodman shared that Mr. Hinman is a principle at Lantex Landscape Architecture Inc. and has served as a Planning Commissioner for the City of Dana Point, and served as President for the Senior Housing Council for the Building Industry Association of Southern California. Mr. Hinman indicated in his application that those experiences, as well as his planning background, have made him very familiar with handicap access and the issues that face individuals and needs for social services in relations to transit services. Mr. Woodman said that Mr. Hinman indicated to him that he utilizes Route 5 to Auburn and the Amtrak Station. Mr. Hinman had hoped to be at the meeting to answer questions, but he had a scheduling conflict with work in Southern California. Mr. Woodman said it was staff’s recommendation to appoint Mr. Hinman to serve on the SSTAC as a representative of transit users in western Nevada County.

Chairman Jostes asked for any questions or comments. Commissioner Guerra said she supports appointing Mr. Hinman, but she took issue with the phrase in his letter to Mr. Woodman where it says, “handicap access”. Commissioner Guerra said that is an unfortunate choice of words, and they appeared in Mr. Hinman’s application. She did not want to see NCTC adopt that kind of language.

She would rather see the words, "disability access". Mr. Woodman said that was his mistake; he pulled it from Mr. Hinman's application and did not think about it. He said he would take note of that for the future.

Commissioner Dee said in looking at Mr. Hinman's application and background, she questioned if Mr. Hinman was a resident of western Nevada County or a resident of Southern California. Mr. Woodman replied that Mr. Hinman lives in Penn Valley. Commissioner Dee asked if it was his permanent residence and not a second home. Mr. Woodman replied yes. Commissioner Scofield said he knows Mr. Hinman and he would recommend his appointment. Chairman Jostes said he also knows Mr. Hinman through the Nevada County Sheriff Search and Rescue as an active member of that organization. Chairman Jostes added that he only knows Mr. Hinman through that qualification, but he does serve the community.

Commissioner Scofield made a motion to appoint Blake Hinman to serve on the Social Services Transportation Advisory Council as a representative of transit users in western Nevada County. Commissioner Dee seconded the motion. The motion passed unanimously.

8. Contract to Develop the Travel Demand Forecasting Model Update

Executive Director Landon said NCTC staff is doing this update concurrent with the City of Grass Valley who is updating their travel model. He said there was a selection panel that reviewed the proposals from various firms and conducted interviews. Mr. Landon said Fehr & Peers was selected as the consultant for this program and they are highly qualified for this type of work. They did the Grass Valley traffic model last time; they have also done work for NCTC, and staff has had a good relationship with that firm. Mr. Landon said staff is recommending approval of the contract with Fehr & Peers in the amount of \$70,000. He added that he and Trisha Tillotson have been negotiating with the Principal at Fehr & Peers, Ron Milam, regarding some details on the scope of work. He asked the Commission when adopting the resolution to also include authorization for staff to negotiate details of the scope of work, including locations of traffic counts, provided it does not change the consultant contract amount. There were no questions for staff.

Commissioner Miller made a motion to adopt Resolution 12-27 authorizing the Chairman to execute the contract with Fehr & Peers to develop the Travel Demand Forecasting Model Update, with an amount not to exceed \$70,000. Commissioner Guerra seconded the motion. The motion passed unanimously.

9. Contract to Conduct FY 2009/10 through FY 2011/12 Triennial Performance Audits

Executive Director Landon reported that every three years the Commission is required by state statute to conduct a performance audit of the Commission's activities, as well as the activities of those who claim funding from the Commission for transit purposes. A request for proposal process has been conducted and a ranking and selection committee interviewed and chose the firm LSC Transportation Consultants, Inc. to perform the performance audits. Mr. Landon said staff is recommending adoption of Resolution 12-28.

Commissioner Dee made a motion to adopt Resolution 12-28 authorizing the Chairman to execute the contract with LSC Transportation Consultants, Inc. to prepare the Triennial Performance Audits for FY 2009/10, 2010/11, and 2011/12, with an amount not to exceed \$24,525. Commissioner Scofield seconded the motion. The motion passed unanimously.

10. Amendment I to the FY 2012/13 Overall Work Program

Executive Director Landon explained that the NCTC September meeting is the first opportunity after the conclusion of the previous fiscal year to make adjustments in the budget to recognize funds that have been carried over or utilized in the previous fiscal year. Therefore, the proposed Work Element Modification recognized that there were funds to be carried forward in the amount of \$62,422 of State Planning, Programming, and Monitoring (PPM) funds; \$23,788 of Rural Planning Assistance (RPA) funds; and staff was notified that there are additional RPA funds from the previous year that the state is passing on to Nevada County. Mr. Landon said staff has modified the budgets of various Work Elements to utilize those additional funds, and also adjusted Work Element 2.1.2 to reflect the fact that the previous grant that was applied for was not awarded and those funds have been replaced with the RPA funds that were carried forward from the previous fiscal year.

Executive Director Landon said there was funding identified from the Regional Surface Transportation Program (RSTP) that was carried forward from last year with regard to legal fees and consulting work. He stated there are remaining funds for the Truckee-Tahoe Airport Master Plan that were left over from the previous year. Staff requested approval of Resolution 12-29.

Commissioner Scofield congratulated staff for working with larger regional groups. He noticed El Dorado County Transportation Commission was working on a Tahoe Basin project and he questioned how specifically NCTC fit into that project. Executive Director Landon replied that El Dorado County received a grant from the state, which is a region-wide and almost a state-wide grant, to look at the impacts of traffic and travel from the Bay Area into the Tahoe Basin. He said Nevada County shares a portion of the region being studied, not only in Truckee, but some of the routes come through western Nevada County. Therefore, Nevada County is included in the study and the impacts of travel through our region will be studied. Mr. Landon said the hope is that through Placer, El Dorado, and Nevada Counties working on this jointly, in the future there will be some recognition in the form of projects or compensation for projects that would relate to improving that travel. Commissioner Scofield asked if the study goes beyond Interstate 80. Executive Director Landon replied yes; it includes the SR 50 corridor, SR 49, SR 89, and I-80.

Commissioner Scofield made a motion to adopt Resolution 12-29 approving Amendment I to the FY 2012/13 Overall Work Program. Commissioner Miller seconded the motion. The motion passed unanimously.

COMMISSION ANNOUNCEMENTS

Executive Director Landon reported that staff received word last week that the Town of Truckee was successful in obtaining a \$650,000 bicycle grant. He said they will use the funds to construct a path along Brockway Road connecting into the Truckee Legacy Trail at the Regional Park. He complimented the Town staff who completed a very thorough and well done application and it will be a great project.

SCHEDULE FOR NEXT MEETING

The next regularly scheduled meeting of the Nevada County Transportation Commission is on November 21, 2012 at the City of Grass Valley Council Chambers, 125 East Main Street, Grass Valley, CA.

ADJOURNMENT OF MEETING

Chairman Jostes adjourned the meeting at 10:32 a.m.

Respectfully submitted: Antoinette Perry
Antoinette Perry, Administrative Assistant

Approved on: Nov. 21, 2012

By: Edward C. Scofield
Edward C. Scofield, Vice Chairman
Nevada County Transportation Commission

