

TRUCKEE-NORTH TAHOE TRANSPORTATION MANAGEMENT ASSOCIATION
Board of Directors Meeting Minutes
Town of Truckee, Prosser Room, 10183 Truckee Airport Road, Truckee, CA 96161
And via Zoom
June 6, 2024

INTRODUCTIONS

Dan Wilkins called the meeting to order at 8:00 AM. A quorum was established.

Board members present

Dan Wilkins, Town of Truckee
Stacey Justesen, Truckee Tahoe Airport District
Rebecca Taber, Placer County
Andy Chapman, Travel North Tahoe Nevada
John Bergmann, Kings Beach/Tahoe Vista
Patrick Fraser, Palisades Tahoe/Highway 89
Hilda Vazquez, Northstar California/Highway 267
Gordon Shaw, Tahoe Basin At Large
Jenna Prescott, Donner Summit
Matt Click, Placer County Transportation Planning Agency (Rotating RTPA Seat)
Tom Jacobson, Resort Triangle At Large
Alexis Hill, Washoe County
Zoe Najim, Tahoe City/West Shore

Board members absent

Dave Paulson, West Shore
Joy Doyle, Resort Triangle At Large

Others participating included Executive Director Sara Van Siclen, Program Manager Julia Tohlen, Consultant Steve Teshara, Kena Sannar, Scott Miklos, Sgt. Bryan Yops, Adam Wilson, Alfred Knotts, Nick Martin, Slater Stewart, Donnie McBath, Erin Johnson, Jamie Wright, Sam Blackcock, Cory Peterson, Ari Keplinger, Denise Davis, Ben Weber, Ryan Decker, Slater Stewart, and Scott Mathot. There may have been others who did not identify themselves.

PUBLIC COMMENTS

Van Siclen and Tohlen were thanked for hosting a nice Membership Mixer last week.

ACTION ITEMS

1. Approval of the June 6, 2024 Agenda

It was moved by Bergmann and seconded by Vazquez to approve today's agenda as presented. Motion carried unanimously.

2. Approval of the May 2, 2024 Minutes

It was moved by Shaw and Fraser to approve the May 2, 2024 minutes as presented. Motion carried unanimously.

3. Approval of the March 2024 Bills

Shaw presented the financial reports. Cash flows are being watched because of the timing of reimbursements.

It was moved by Jacobson and seconded by Shaw to approve payment of the March 2024 bills as submitted. Motion carried unanimously.

4. Discussion and Possible Action to Approve Marketing MOU between Placer County and TNT/TMA for FY 2024-25

Van Siclen reviewed the terms of the agreements addressed in Items 4-7. Each includes a 4% increase for Program Management, but there are no other increases to the actual MOUs.

It was moved by Jacobson and seconded by Click to approve the marketing MOU between Placer County and TNT/TMA for FY 2024/25. Motion carried with Bergmann recusing.

5. Discussion and Possible Action to Approve Summer Park and Ride MOU between Placer County and TNT/TMA for FY 2024-25

It was moved by Justesen and seconded by Chapman to approve the Summer Park and Ride MOU between Placer County and TNT/TMA for FY 2024-25. Motion carried with Bergmann recusing.

6. Discussion and Possible Action to Approve Winter Park and Ride MOU between Placer County and TNT/TMA for FY 2024-25

There was a brief conversation about additional Park & Ride locations in Tahoe City.

It was moved by Fraser and seconded by Shaw to approve the Winter Park and Ride MOU between Placer County and TNT/TMA for FY 2024-25. Motion carried with Bergmann recusing.

7. Discussion and Possible Action to Approve MOU with the Town of Truckee and TNT/TMA for Transit Marketing Services for FY 2024-25

It was moved by Taber and seconded by Jacobson to approve the MOU with the Town of Truckee and TNT/TMA for Transit Marketing Services for FY 2024-25. Motion carried with Bergmann recusing.

8. Discussion and Possible Action to Approve Task Agreement and Scope of Work Between Placer County Transportation Planning Agency (PCTPA) and TNT/TMA for FY 2024-25

It was moved by Jacobson and seconded by Fraser to approve the Task Agreement and Scope of Work Between Placer County Transportation Planning Agency (PCTPA) and TNT/TMA for FY 2024-25. Motion carried with Click recusing.

9. Discussion and Possible Action to Approve NLTE Funding Agreement for FY 2024-25

This agreement includes Placer and Washoe Counties as well as the Town of Truckee. Each partner's fees are based on ridership by jurisdiction. The NLTE Committee is considering the actual subsidy and marketing strategy.

It was moved by Hill and seconded by Vazquez to approve the NLTE funding agreement for FY 2024/25. Motion carried unanimously.

10. Discussion and Possible Action to Approve 5% pay increase for Executive Director, Sara Van Siclen

Wilkins said the Executive Committee recommends revising the Executive Director's anniversary date to July 1 to coincide with the fiscal year. To compensate for the change this year, the Committee suggests considering a 7.5% increase.

It was moved by Prescott and seconded by Click to approve a 7.5% pay increase for the Executive Director retroactive to January 1, 2024 and to adjust the anniversary date from January 1 to July 1 annually. Motion carried unanimously.

11. Discussion and Possible Action to Approve Amendment to Agreement for Airport Shuttle Service with My Ride to Work

Van Siclen reported on her work with the contractor to update the billing structure due to limitations of the new software. Billing can be done by the hour or mileage and Van Siclen recommends mileage. She asked the Board to grant authority to the North Lake Tahoe Express Committee to approve the final amendment to the agreement with My Ride to Work.

It was moved by Vazquez and seconded by Jacobson to grant authority to the NLTE committee to approve an Amendment to Agreement for Airport Shuttle Service with My Ride to Work. Motion carried unanimously.

12. Discussion and possible action to approve the agreement with Walker Consultants for the Regional Commuter Plan with any decided-upon adjustments to the budget, scope of work, and language regarding the ownership terms

Van Siclén and Ben Weber from Walker Consultants described four options to conducting the regional commuter study, which is part of the van pool grant agreement. The options address concerns about seasonal changes in commuter needs. Van Siclén said Option 4 will provide more comprehensive information and TNT/TMA will add \$10,000 from its Reserves to fund the additional work. Discussion followed as each option was clarified.

It was moved by Shaw and seconded by Najim to approve the agreement with Walker Consultants for the Regional Commuter Plan with any decided-upon adjustments to the budget, scope of work, and language regarding the ownership terms, using Option 4. Motion carried unanimously.

PRESENTATION/DISCUSSION

1. Summer Construction Presentations

a. Town of Truckee

- Slater Stewart, Assistant Engineer, Town of Truckee and Scott Mathot, Senior Engineer, Town of Truckee
Slater reviewed projects underway this summer and described those still being bid. He showed renderings of each and described traffic impacts.

b. Placer County

- Ryan Decker, Engineering Manager, Placer County

Decker presented the County projects on SR 28 and Serene Lakes. The County is moving forward with the environmental review for the Grove Street traffic control. Components of the Kings Beach Parking Management Plan will be rolled out this summer. The pedestrian flagger program will continue this summer in Kings Beach and Tahoe City during busy times.

Because the Fanny Bridge project is funded by a FLAP grant, the federal government has solicited bids. Only one was received and it was very high. That project will not happen this summer.

The Southwest Gas project is moving east of Tahoe City, but the broadband project will begin at the end of the month. Then repairs will be done to the road.

REPORTS

Status Reports

1. North Lake Tahoe Express – Julia Tohlen, TNT/TMA Program Manager

The ridership report was in the meeting packet. Tohlen reported the new website and software have been launched.

2. Tahoe Transportation District (TTD) Board Representative Update - Andy Chapman, TNT/TMA Board of Directors

Chapman reported yesterday's Board workshop focused on Linking Tahoe Transit and identify TTD's role and responsibility to fill in jurisdictional gaps, while implementing the TRPA Transit Plan.

TTD is working with the City of South Lake Tahoe and El Dorado County for those entities to take over public transit in South Lake Tahoe.

The Lake Tahoe Summit is scheduled for August 14. TTD is forming a regional ask to the congressional delegation, which likely will include the Highway 28 corridor.

The East Shore Express is operating this year. However, the parking agreement with Incline Elementary School has expired, so options are being considered.

3. Eastern Placer County Capital Investment Committee (CAP) Board Representative Update - Gordon Shaw, TNT/TMA Board of Directors

Shaw said the CAP Committee has been disbanded and a new TOT Advisory Committee is being formed. Adam Wilson reported the NTCA Board approved 13 seats of the 15 seat Committee.

4. Tahoe Truckee Area Regional Transit (TART)

- Jaime Wright, Placer County DPW

Wright reported passenger counts are higher this April compared with last year, possibly due to late snows. TART Connect has seen substantial increases in numbers. Wright will coordinate with TRPA to provide shuttles for the Lake Tahoe Summit.

- Alfred Knotts, Town of Truckee DPW

Knotts presented the ridership report included in today's meeting packets. Ridership numbers continue to increase, thanks in large part to TART Connect.

5. North Tahoe Workforce Vanpool - Sara Van Siclen, TNT/TMA Executive Director

Van Siclen reported 12 van pools operated in April. The report in the meeting packet provides statistics.

6. Planning & Consulting - Steve Teshara, TMA Management & Planning Consultant

Teshara said theme for this year's Tahoe Summit is transportation.

Teshara is submitting comments on the TRPA 2024 Biannual Performance Report. There is a lot of old data that needs to be updated. He will provide his comments to Van Siclen.

AREA REPORTS

1. Member Reports

Click asked to consider increasing the limit on Van Siclen's signature authority, which was believed to be \$5,000.

Taber will present the Kings Beach Parking Implementation Plan to the Placer County Board of Supervisors at its June 25 meeting. She will be asking for approval on some early components and agreements to begin implementation this summer.

2. Executive Director's Report

Van Siclen's report was in the meeting packet. She highlighted several activities and events, including June's Bike Month.

Van Siclen will give a report on Park & Ride and other programs at the June 25 Board of Supervisor's meeting.

Van Siclen submitted a Moonshine Ink "My Shot" article regarding the successes of winter parking initiatives and a press release on the same topic.

The recent Membership Mixer included award announcements. Attendees also provided ideas for transit and traffic solutions.

FUTURE AGENDA ITEM REQUESTS

- CA Transit Funding update
- Executive Director signature authority

ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 9:59 AM. The next TNT TMA Board meeting will be held on **July 11, 2024** at 8:00 AM.

Respectfully submitted,
Judy Friedman
Recording Secretary

