



Date: December 10, 2024

Honorable Mayor and Council Members:

Alfred Knotts, Transportation Program Manager

Title: Downtown Railroad Pedestrian Crossing Feasibility Study Update (C2106)

Jen Callaway, Town Manager

Recommended Action:

Accept staff’s status update on the Downtown Railroad Pedestrian Crossing Feasibility Study Community Review Committee formation, roles and responsibilities.

Discussion:

At the August 27, 2024, Town Council meeting, the Council authorized the award of the “Downtown Railroad Pedestrian Crossing Feasibility Study” contract to TranSystems. Since that time, staff and TranSystems have been working on documenting existing conditions as it relates to property ownership, utility mapping, topographic information, and environmental conditions, including known natural and cultural resources. Additionally, TranSystems has also been working on the development of a Community Engagement Plan (CEP).

As part of the development of the CEP, staff and TranSystems are in the process of forming community stakeholder group to serve as the “Community Review Committee” (CRC) for the Feasibility Study phase of the Project. It is envisioned that the CRC will play an integral role in providing non-technical review and feedback to Town staff and TranSystems Team during the development of the Feasibility Study, consistent with the attached Scope of Work (SOW) contained in Attachment A. Further, the expectation is that each member will come prepared and informed and be able to represent both their unique perspective as well as consider the broader community interest.

To that end, the makeup of the CRC as is follows:

Representation
Councilmembers (2)
Planning Commissioner
Truckee-Donner Historical Society
Truckee Chamber
Truckee Donner Railroad Society
Truckee Trails Foundation
Truckee Downtown Merchants Association
Mountain Area Preservation
Truckee-North Tahoe Transportation Management Association
River Revitalization Steering Committee
Member-At-Large (2)
Placer County Transportation Planning Agency

**Councilmembers Klovstad and Romack will be participating*

Staff intends to contact each respective entity and request that they identify a representative and formally submit that nominee to the Town for formal inclusion. In the case where a board and/or commission member must be appointed, staff will respectfully request that this action be placed on their nearest possible meeting date. Regarding the At-Large Members, staff will issue a public solicitation in the form of a “Request for Interest/Qualifications” to seek personal nominations from interested members of the community. These nominations will then be reviewed and vetted by members of the Project Team with the goal of identifying members that offer unique community perspectives not represented by other members including on the CRC.

Staff would like to note that Union Pacific Railroad (UPRR) will not participate in the CRC as this would require entering into a Reimbursement Agreement for their time and effort, which is premature at the feasibility phase in the project development process. That being said, local field representatives from UPRR have stated their willingness to engage as necessary to provide available information and local knowledge if and when the need should arise during the feasibility study.

It should be noted that one of the primary reasons selecting TranSystems to perform the attached SOW is their extensive experience of both working with and for UPRR. As such, staff feels comfortable with UPRR’s level of engagement at this point in the process.

In addition to the CRC meetings, there will be other opportunities for public input, such as public workshops at key milestones and contacting adjacent property owners directly throughout current and future phases of the project development process.

Priority:

<input type="checkbox"/> Enhanced Communication	<input type="checkbox"/> Climate and Greenhouse Gas Reduction	<input type="checkbox"/> Housing
<input checked="" type="checkbox"/> Infrastructure Investment	<input type="checkbox"/> Emergency and Wildfire Preparedness	<input type="checkbox"/> Core Service

Fiscal Impact:

The Feasibility Study, including the development and implementation of the CEP, will be primarily funded through the Sustainable Communities Transportation Planning Grant Program in the amount of \$305,428 with an 11.47 percent match of \$39,572 that will be funded with Town General Fund. Adequate funding for this \$345,000 estimated cost is provided for in project C2106 (Downtown Railroad Pedestrian Crossing).

Public Communication:

In addition to this staff report and associated agenda posting, staff sought and obtained approval of the TranSystems contract at the August 27, 2024 meeting of the Town Council.

Staff have also discussed this project publicly at meetings of the Truckee Downtown Merchants Association.

Attachments:

Attachment A – TranSystems SOW