

MINUTES
DEL NORTE LOCAL TRANSPORTATION COMMISSION
REGULAR MEETING, THURSDAY, AUGUST 8, 2013

Present: Commissioner Gerry Hemmingsen, County, Vice-Chairman
Commissioner Rick Holley, City
Commissioner Kathryn Murray, City
Commissioner Mike Sullivan, County
Commissioner Doug Wakefield, Public Member

Absent: Commissioner Richard Enea, City, Chair

Also Present: Clar Byers
Eileen Cooper
Kevin Hartwick, Cholwell, Benz & Hartwick
Rex Jackman, Policy Advisory Committee Member
Tamera Leighton, Local Transportation Commission
Bill Lonsdale
Karen Phillips, Local Transportation Commission

1. Call Meeting to Order

Vice chair Hemmingsen called the meeting to order in open session at 11:05 A.M.

2. Public comment period

The following person(s) addressed the Commission: Eileen Cooper, Del Norte County resident, stated she had requested notice from the California Transportation Commission of all funding for all Highway 199 projects, including the Patrick Creek Bridge, and she did not get notice of the recent funding announced in today's Triplicate newspaper. She has been on the street explaining the project to people and stated the increased traffic is not safe. She questioned how the Commission could go forward with the project knowing the information that she provided.

3. Adjourn to the Policy Advisory Committee

Vice chair Hemmingsen recessed the meeting of the Del Norte Local Transportation Commission at 11:10 p.m. and immediately convened as the Policy Advisory Committee.

CONSENT AGENDA

Items are considered routine in nature and voted on in one motion: Consider public comments or requests to pull matters from the consent agenda for separate action.

a) Minutes of July 11, 2013

By consensus, accept minutes of July 11, 2013

b) Minutes of July 12, 2013

By consensus, accept minutes of July 12, 2013

c) SAFE Annual Report

Staff recommendation: By consensus, accept annual report.

On a motion by Commissioner Sullivan, seconded by Commissioner Wakefield, and unanimously carried on a polled vote, with Commissioner Enea absent, the Policy Advisory Committee approved and adopted the consent agenda, consisting of Items 3.a-c, as listed above.

POLICY and ADMINISTRATIVE

d) Financial and Accounting Policies and Procedures

Finance Committee and Staff recommendation: By polled vote, adopt Financial and Accounting Policies and Procedures.

Discussion was held regarding the policies and procedures and the finance committee meeting held on July 30, 2013. Finance committee and staff approved the recommendations and requested approval of the policies and procedures and the signature authority listed below in Item “e”.

On a motion by Commissioner Wakefield, seconded by Commissioner Sullivan, and unanimously carried on a polled vote, with Commissioner Enea absent, the Policy Advisory Committee approved and adopted the Financial and Accounting Policies and Procedures and North Valley Bank signature authority, as listed below in Item “e”, as submitted.

e) Authorize signature authority with North Valley Bank

Finance Committee and Staff recommendation: By polled vote, authorize signature authority to DNLTC chair and finance committee members to implement Financial and Accounting Policies and Procedures with North Valley Bank.

Discussion was held regarding the signature authority and recommendations of the finance committee.

See action taken above in Item “d”.

f) Discussion items

- Last Chance Grade information and update – staff is working on information for the next steps of this project. The general consensus is to invite Malcolm Dougherty to come to the area and discuss solutions; a solution needs to be identified. Director Leighton believes that the California Transportation Commission and the Department of Transportation are hearing the Commission and community. An engineered feasibility study will take two years, but hopefully less. The goal is to take steps to have a recovery plan in place when the roadway fully fails; it has already failed. Staff will draft a letter for the chairman’s signature asking Mr. Dougherty, Brad Mettam, and Matt Brady to the area to review the project and solutions. A county supervisor will be asked to attend the meeting. Director Leighton will ask for updated photography and possibly a flyover. CHP is involved in flyovers. Information gathered by a flyover will help visually explain what is happening at the site. Commissioner Holley noted the

importance of advocacy from the California Department of Corrections - Pelican Bay State Prison, as this roadway affects their work. Perhaps an OWP revision could include photography of the roadway(s) in partnership with the State Department of Transportation. The director will check with Dan Brattain to see if he has historical pictures of the area. An overhead route would lend an important perspective to the project solutions. Bill Lonsdale stated that he feels moving the roadway project ahead is great, but it may be “pie-in-the-sky”. He feels that there is not “one voice” yet for this project and he feels that the Commission should be the lead agency and that fringe groups should be corralled. Mr. Lonsdale also wanted to know where the funding is coming from. He noted that he cannot find out if the mountainside is stable, or whether or not we can go through the park; is it achievable? It is not clear what work has been done in the area; preplanning is important and the public needs to know about the work and the plan so that everyone is working with the same information and it needs to be public. Eileen Cooper commented that she agrees with the previous speaker, and she noted that the parks remember a value analysis study for this project done many years ago. She feels the process should be inclusive and include the environmental community for careful outside review. Vice-Chairman Hemmingsen noted that this has not been “off” the agenda, in the sense that he and Commissioner Sullivan have always been concerned about this roadway. There is no official ad hoc committee for this project; there may be some folks out there discussing it, but nothing official. Commissioner Sullivan noted that there are no ad hoc committees appointed by the Del Norte County Board of Supervisors. He also agrees that we need to speak with one voice as we move forward. He sees that sign-off by all the public agencies would be garnered when a solution is found. Director Leighton has received a request for information from Caltrans regarding the project, which came from Supervisor Roger Gitlin. She stated that Caltrans’s necessary conclusion must be that it comes from the entire Board of Supervisors. A copy of the written request will be forwarded to Mr. Sullivan per his request. The funding is not the issue at this time, we have not identified the solution, when it is identified then the money will be found for that solution. Commissioners hope that there is a responsible solution that the environmental community will support and that is safe.

- Safe STAA for 197/199 project update – funding was awarded Tuesday by the California Transportation Commission. It has taken a sustained effort, over time, to get things done. The last 7 years the director has worked with Caltrans to prepare this project for construction, this is a big deal for our community. She thanked all of the Commissioners for their work. Commissioner Sullivan expressed his appreciation for the work the director has done on this project. He noted they had cancelled flights on the way to the California

Transportation Commission meeting and spent the night in the San Francisco airport. Commissioners all felt that this was a “big deal” and the changes will help transportation and commerce in our area.

- Accounting report formats – the reporting formats were presented in the agenda for reporting of expenditures/balances as tools to provide information. Commissioners recommended the format that works best for staff should be used, and then the reporting can be changed if there are questions or issues over time.
- Three funding applications were submitted for the HSIP funds. The original project submitted by the county is the least fundable project because the cost/benefit ratio is low and because it is a spot location and not a preferred corridor project. There are two other projects that meet the criteria, Ninth Street and Parkway Drive. Commissioner Holley noted that the City Council approved the Ninth Street project on Monday and was very happy to make the corridor safer. Staff noted that the State is encouraged with the collaborative work the Commission staff is doing to provide the assistance of a consultant to prepare the applications, and they will be using this model to encourage other rural regions to provide the same process throughout the state.
- EEMP (Environmental Enhancement and Mitigation Program) – this is a complicated application process that staff will be considering for projects that are within 10 miles of a construction site that required an EIR.

4. Commissioner comments and reports.

The following commissioners made reports or asked for clarification from staff: Commissioner Holley thanked commissioners who went south for the California Transportation Commission meeting; Rex Jackman updated the commission regarding the safety related projects, noting that the Traffic Safety office has completed a staff report that will be evaluated by Ralph Martinelli at the next meeting; Commissioner Sullivan asked about the crossing at Third Street and Hwy 101. He feels that the “S” curve light should be on Third Street. There is no visibility due to the buildings in that area. He would like Mr. Martinelli to look at that area as well. Staff noted that there is a corridor improvement study going on at this time, and this will come to light as an issue, as well as many others. The study just started and should be concluded in two years. Commissioner Wakefield noted the cost of moving the light would make keeping it where it is awfully cheap. Vice-Chairman Hemmingsen noted they went to Del Mar; the travel was worthwhile.

5. Action on the recommendations of the Policy Advisory Committee

Adjourn as the Policy Advisory Committee, reconvene as the Del Norte Local Transportation Commission and by polled vote, approve and adopt the actions taken by the Policy Advisory Committee in items 3. a-f listed above.

Vice-Chairman Hemmingsen adjourned the meeting of the Policy Advisory Committee at 11:57 A.M. and immediately reconvened as the Del Norte Local Transportation Commission.

On a motion by Commissioner Sullivan, seconded by Commissioner Wakefield, and unanimously carried on a polled vote, with Commissioner Enea absent, the Del Norte Local Transportation Commission approved and adopted the actions taken by the Policy Advisory Committee, as listed above in Items 3-4.

6. Adjourn to the next regularly scheduled meeting on September 12 (corrected from November 8), 2013 at 11 a.m.

There being no further business to come before the Commission, Vice-Chairman Hemmingsen adjourned the meeting at 11:57 a.m., until the next regularly scheduled meeting on September 12, 2013 noting that the date was mistyped on this agenda item.

Respectfully submitted,

Tamera Leighton, Executive Director
Del Norte Local Transportation Commission