

**MINUTES**  
**TECHNICAL ADVISORY COMMITTEE MEETING**  
**for the DEL NORTE LOCAL TRANSPORTATION COMMISSION**  
**AT 9:30 A.M. THURSDAY, MAY 8, 2014**

Present: Tatiana "Tasha" Ahlstrand, Caltrans, Vice-Chair  
Rosanna Bower, County  
Charlie Helms, Harbor District  
Isaac Kinney, Yurok Tribe  
Heidi Kunstal, County  
Mike Redel, California Highway Patrol  
Eric Wier, City, Chair  
Jodi McNamer, First Transit, RCTA

Absent: Eric Taylor, City  
Mark Wall, RCTA

Also Present: Tamera Leighton, LTC  
Karen Philips, LTC  
Bill Lonsdale, Public Member  
Elisabeth Burrows, SSTAC

**1. Call Meeting to Order**

Chairman Wier called the meeting to order in special session at 9:32 a.m.

**2. Public comment period**

The following person(s) made comments to the Committee: Bill Lonsdale complimented the City for opening Second Street.

**3. Minutes of April 3, 2014**

Proposed action: By consensus, approve minutes.

On a motion by Heidi Kunstal, seconded by Eric Wier, and unanimously carried, the Technical Advisory Committee approved and adopted the minutes of the April 3, 2014 meeting as presented.

**4. Active Transportation Program application support**

Recommend Del Norte Local Transportation Commission approve support and necessary actions independently for the each one of the following projects for Active Transportation Program applications and funding.

1. Safe Routes to School Non-Infrastructure Program
2. Front Street Catalyst Project
3. Starfish Way Segment of the Harbor Trail
4. El Dorado Corridor/Bess Maxwell School Safe Routes to Schools Project

5. Hobbs Wall Trail Project
6. Arlington Street Gap Closure/Mary Peacock School Safe Routes to Schools Project

Discussion was held regarding the ATP applications and the work to get the applications written. The applications will benefit a wide variety of projects and agencies throughout the county. There are some changes in the SRTS Non-infrastructure application, which does not have match funds. The SRTS applications are not required to have match funds; however, 11.47% of the Front Street project and the Harbor Trail will need match funds from the Regional Surface Transportation Program (RSTP) account. The Harbor Trail also includes a waiver of conflict of interest regarding counsel since both the Harbor and the Local Transportation Commission have the same counsel. The Commission will be the receiver of the funds for the Harbor because the Harbor does not have a master agreement with the State (Caltrans). The Harbor project will be the first priority project submitted by the Commission. The NEPA documents are being completed by the consultant and will be reimbursed to the City and Harbor. The El Dorado/Bess Maxwell SRTS project will not need a match. The Hobbs Wall Trail Project is estimated at costing approximately 2.5 million to complete; this is the weakest application according to the Director and she sees this a being the project with the most conversation at the Commission level. The funds for match are available in RSTP exchange funds. The Arlington Street/Mary Peacock Gap Closure does not require match funding as it is SRTS project. Cooperative agreements are being worked on at this time and will be finalized later in the process. The director would like to make the recommendations for the project one at a time for submittal to the Commission.

On a motion by Rosanna Bower, seconded by Heidi Kunstal, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission approve the Safe Routes to School non-Infrastructure ATP grant application as the Commission's #2 priority project.

On a motion by Rosanna Bower, seconded by Isaac Kinney, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission approve submittal of the Front Street Catalyst ATP grant application, including the 11.47% match funds and reimbursement for NEPA.

On a motion by Rosanna Bower, seconded by Jodi McNamer, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission approve submittal of the Starfish Way Harbor Trail ATP grant application, including the 11.47% match funds, waiver of counsel, NEPA reimbursement and MOU.

On a motion by Rosanna Bower, seconded by Eric Wier, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission approve submittal of the El Dorado Corridor/Bess Maxwell School Safe Routes to Schools Project.

On a motion by Rosanna Bower, seconded by Charlie Helms, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission approve submittal of the Hobbs Wall Trail Project, including the 11.47% match funds.

On a motion by Rosanna Bower, seconded by Mike Redel, and unanimously carried, the Technical Advisory Committee approved recommended that the Del Norte Local

Transportation Commission approve the submittal of the ATP grant application for Arlington Street/Mary Peacock Gap Elimination Project as presented.

**5. Adopt the 2014-15 Overall Work Program**

Requested action: Recommend Del Norte Local Transportation Commission adopt Resolution 2014 09 approving the 2014-15 Overall Work Program.

Director Leighton reported on the resolution and OWP. There were challenges in getting the revisions made to the draft due to the lateness of the comments from Caltrans. The Overall Work Program is likely to come back at a later date in the year to be amended or resubmitted due to several matters that are pending. There is a significant challenge with the Hwy 199/197 project and the work element may need to be amended to reflect the staff time needed for this project with recent events. Staff will continue to work with Caltrans on the OWP guidance interpretation and issues. Tasha Ahlstrand noted that she would go along with the motion to approve, with some hesitation and move forward to make necessary changes. Bill Lonsdale asked about this being on the agenda later today for the Commission, however, with the knowledge that it will change significantly in the near future. It is necessary (May deadline) to have it in place today due to deadlines. The changes and or amendments will come later. Rosanna Bower commented that the document is not readable for the public in general. Isaac Kinney commented because we are in a rural area that the readability and publicizing of the document might help the public. Director Leighton responded that while the document is so rarely considered by the public, she will consider revising the language in the future. On a motion by Isaac Kinney, seconded by Heidi Kunstal, and unanimously carried, the Technical Advisory Committee recommended that the Del Norte Local Transportation Commission approve and adopt Resolution No. 2014 09, which approved the 2014-15 Overall Work Program as presented.

**6. Information items**

The following items were reported: the Hwy 101 Pedestrian Crossing will be built this summer; the Last Chance Grade project is moving forward through the study phases; Isaac Kinney reported on the Yurok Tribe projects, including news that the motel will be opening in June for the first floor, the casino will not open for some time yet, the Tribe is also working on a water taxi service from Sregon to the Townsite; the STAA project on Hwy 199/197 has had a court injunction filed and work has stopped, the director will be meeting with Kevin Church to discuss Caltrans' next steps and how the Commission might assist to move the project along; Bill Lonsdale asked if it was still Caltrans commitment to make Hwy 199 an STAA highway. Director Leighton responded that there are no indicators that Caltrans has lowered the priority of this project. Tasha noted that she also sits on the Humboldt Technical Advisory Committee and they have changed their meeting dates to the first Thursday of each month. She will be calling in from now on or someone else will be attending the meetings in Crescent City. The Technical Advisory Committee meetings could be changed if necessary to the first Wednesday of each month at 10:00 a.m. effective in June 2014. After discussion the Committee decided to change the meeting date to the first Wednesday of each month at 10:00 a.m. to accommodate Ms. Ahlstrand's request and to facilitate her attendance. Director Leighton asked if the Humboldt TAC knew of the meeting conflict with DNLTC TAC and Tasha responded that the Humboldt director, Marcella Clem, stated that DNLTC would have to change its meeting time. Director Leighton responded that she will contact the Humboldt

director to discuss the timing of the meetings. Elisabeth Burrows noted that the bus going to Brookings stops at Rays and she would like to have the bus stop at Fred Meyers if possible. Mrs. Burrows was informed that the bus she referred to is a Curry Coastal Transit bus. A request could be made when the rider gets on the bus to go to Fred Meyer and by calling Curry Coastal Transit office to get permission.

**7. Adjourn to the next regular meeting of June 4, 2014 at 10:00 a.m.**

There being no further business to come before the Commission, Chairman Wier adjourned the meeting at 10:35 a.m., until the next regularly scheduled meeting on Wednesday, June 4, 2014 at 10:00 a.m.

Respectfully submitted,

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Tamera Leighton, Executive Director  
Del Norte Local Transportation Commission