

MINUTES
TECHNICAL ADVISORY COMMITTEE MEETING
for the DEL NORTE LOCAL TRANSPORTATION COMMISSION
10:00 A.M. WEDNESDAY, OCTOBER 1, 2014

Present: Rosanna Bower, County
Eric Taylor, City
Mark Wall, RCTA, via phone conference
Heidi Kunstal, County
Eric Wier, City, Chair

Absent: Tatiana "Tasha" Ahlstrand, Caltrans, Vice-Chair
Isaac Kinney, Yurok Tribe
Charlie Helms, Harbor District
Mike Redel, California Highway Patrol

Also Present: Randy Hooper, County
Tamera Leighton, LTC
Karen Phillips, LTC

1. Call Meeting to Order

Chairman Wier called the meeting to order at 10:25 a.m. on October 1, 2014.

2. Public comment period

The following person(s) addressed the Committee: none

3. Minutes of September 3, 2014

Proposed action: By consensus, approve minutes.

On a motion by Heidi Kunstal, seconded by Rosanna Bower, and unanimously carried, the Technical Advisory Committee approved and adopted the minutes of the September 3, 2014 meeting with changes to minutes as noted regarding LSC and Matt Bower & Associates.

4. Overall Work Program options for Amendment 2

Proposed action: Consider options and recommend products for Overall Work Program Amendment 2.

Discussion was held regarding the OWP and options for Amendment No. 2. Staff recommend that the OWP amendment include the ADA Transition Plan as a portion of the Active Transportation Plan. Caltrans does not have any guidelines at this time for the plan, but staff would like to get the scope of work out within the next two weeks. The ADA Plan could be the first element to be completed of the Active Transportation Plan. On a motion by Heidi Kunstal, seconded by Mark Wall, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission adopt a resolution approving Amendment No. 2 of the Overall Work Program to include: 1 - Work Element A, Product 3 – initiate a Regional Transportation Plan Update to meet the requirements of State and Federal transportation mandates, including MAP 21, and State and federal performance measure requirements to allow for project completion by June 2016; 2) Work Element D, Product 2 – include

an Active Transportation Plan, including a Regional ADA Transition Plan for Transportation Infrastructure to be completed by December 2015; and 3) Work Element E, Product 1 – change the scheduled for the Climate Change and Stormwater Management Plan to completion by December 2013.

5. Local Governments on Five Year Housing Element Schedule

Requested action: Consider option to change next housing element updates from a 5-year to an 8-year schedule per option of Housing and Community Development by increasing frequency of Regional Transportation Plan updates.

Discussion was held regarding the housing element update schedule. Mr. Taylor was concerned about the frequency option and how it would affect the City; they are out of compliance with their housing element at this time. This option changes the frequency of housing element updates from 5 to 8 years, and is optional at this time.

On a motion by Heidi Kunstal, seconded by Rosanna Bower, and unanimously carried, the Technical Advisory Committee voted to recommend that the Del Norte Local Transportation Commission change the housing element updates to an 8-year schedule as per the option of Housing and Community Development, contingent upon each jurisdiction choosing their preferred option (5 or 8 year elements).

6. Climate Change and Stormwater Management Plan Request for Proposals

Requested action: Review RFP and provide comments to Director prior to posting.

Discussion was held regarding the RFP. The draft RFP was attached in the agenda; the dates are the only changes at this time from the July review.

On a motion by Rosanna Bower, seconded by Heidi Kunstal, and unanimously carried, the Technical Advisory Committee recommended that the Del Norte Local Transportation Commission approve direct the posting of the RFP with the revised dates.

7. Information and discussion items

- Front Street Project Update – City requested that this matter be tabled until the November meeting.
- Pedestrian facility maintenance in general and in Safe Routes to School zones – A meeting was held with Laura Olson, from The California Endowment, to discuss the progress surrounding the Safe Routes to School educational and encouragement program. Ms. Olson suggested that the Commission focus on the kids that live within a half mile of the two focus schools to maximize their participation. She also suggested that the program look at the half mile around the schools and make that area safer for pedestrians and bicycles (skate boarders, etc.) and more visually appealing to parents who would then allow their children to walk to school. Some suggested work might include brush removal, clean sidewalks, removable cones in school zones, up-to-date and better signage, etc. New parent and teacher survey data is being collected at the end of this month and in May of 2015 to give a better information of the two schools' walking and biking traffic. The City and County were encouraged to bring back ideas for making the half mile within the two schools (Joe Hamilton and Bess Maxwell Elementary Schools) so that a request can be made to make the changes/reduce the barriers to walking and biking within a half mile of both schools. There will be a discussion item on the next agenda regarding

enforcement of bike laws in community. City and County will have suggestions by the next Committee meeting.

8. Member comments and reports

The following members made comments or reports: none.

9. Adjourn to the next regular meeting of Wednesday November 5, 2014 at 10:00 a.m.

There being no further business to come before the Committee, Chairman Wier adjourned the meeting at 11:18 a.m. until the next regularly scheduled meeting on November 5, 2014

Respectfully submitted,

Tamera Leighton, Executive Director
Del Norte Local Transportation Commission