

MINUTES
TECHNICAL ADVISORY COMMITTEE MEETING
for the DEL NORTE LOCAL TRANSPORTATION COMMISSION
9:30 A.M.; APRIL 7, 2016

Present: Mike Berry, Sargent, California Highway Patrol.
Rosanna Bower, County
Charlie Helms, Harbor District, Chair
Heidi Kunstal, County, Vice Chair
Jason Price, Caltrans Alternate
Eric Wier, City

Absent: Brandi Natt , Yurok Tribe
Eric Taylor, City
Kevin Tucker, Caltrans
Mark Wall, RCTA

Also Present: Elizabeth Burrows, Public member
Nicole Burshem, DNLTC
Mike Knight, City Manager
Tamera Leighton, DNLTC
Sabrina Valentine, PSBS

1. Call Meeting to Order

Chair Bower called the meeting to order at 9:34 a.m. Introduction were made.

2. Elect chair and vice chair for 2016

Discussion was held in regards to electing the chair and vice chair. Chair Bower nominated Mr. Helms for chair. Mr. Helms nominated Ms. Kunstal for vice chair.

On a motion by Chair Bower, seconded by Mr. Wier, and unanimously carried the Technical Advisory Committee accepted the nominations of Mr. Helms as Chair and Ms. Kunstal as Vice Chair.

3. Public comment period

Public comments are welcome and encouraged; however, no proposed action can be taken on any item not appearing on the agenda.

The following members addressed the Commission: Ms. Burrows reported Jodi McNamer has left Redwood Coast Transit. Ms. Leighton presented the next steps for filling the vacant position.

4. Minutes of January 28, 2016

Ms. Kunstal reported some corrections of the minutes.

On a motion by Ms. Kunstal, second by Mr. Price, and unanimously carried the Technical Advisory Committee accepted the minutes from January 28, 2016, with corrections.

5. Revise funding support for Front Street Reconstruction

Proposed action:

- a. Recommend DNLTC rescind the action took on February 9, 2012 Item B-3: "Allocate an amount not to exceed 10% of construction costs or \$400,000, whichever is the lesser amount, of RSTP funds for anticipated match for combination of *Front Street and Reverse Curve* construction."
- b. Recommend DNLTC approve Local Agency Allocation Agreement and Exhibit A.
- c. Encourage City to request future match funding for Front Street as opportunities arise.

Ms. Leighton gave a brief background on the funding support for Front Street Reconstruction. Ms. Leighton's recommendations are presented above in items a-c. Ms. Leighton reported on some project challenges. Ms. Leighton noted she doesn't expect any money from STIP funding within the next four years. The \$400,000 that funded the Front Street Project can be re-purposed for other projects in the community. Mr. Wier commented he doesn't view this as losing money, but this is best used as a match fund and will open up opportunities for other possible uses. Mr. Wier commented the problem with Front Street is that the street itself is failing, such as potholes and we will have to face this within the next couple of years.

On a motion by Ms. Bower, second by Ms. Kunstal, and unanimously carried the Technical Advisory Committee recommended DNLTC to revise the funding support for Street Reconstruction.

6. 2016-17 Overall Work Program

Proposed action: Recommend DNLTC adopt resolution approving 2016-17 Overall Work Program.

Discussion was held in regards to the 2016-17 Overall Work Program. Ms. Leighton commented every year this comes together differently. The document has been reviewed by Caltrans and the responses have been integrated in the document. All of the work to date could be funded with RPA funds, but recently that has changed. After receiving the comment letter from Caltrans an additional concern was raised. Ms. Leighton will be moving forward with the belief it will be sorted out and be presented to the Transportation Commission in May but if changes become necessary it will come back to the Technical Advisory Committee.

On a motion by Chair Helms, seconded by Mr. Wier, and unanimously carried the Technical Advisory Committee approved the 2016-17 Overall Work Program with pending Caltrans approval.

7. Discussion

- Active Transportation Program applications – Ms. Leighton asked if anyone was applying for the Active Transportation Program funding. The standards for the Application needs to be very high in order to receive the funds. Leighton commented she plans to apply for the Walk and Roll to School program. Ms. Bower commented sometimes if you don't look at the essay components and look at the need of a project it can easily be seen as an acceptable application, but she didn't understand why a project she applied for was ranked so low compared to others. Mr. Helms commented after reviewing the applications he could see how they were misunderstood, but you do have to put together a really high level

package. Mr. Price commented he would still encourage every agency to look over their projects and apply. Mr. Knight commented he doesn't think it is a waste of time even if you are going to be denied because there will always be another application and the information you gather can be recycled for another one.

- Regional Transportation Plan update – Ms. Leighton commented that a consortium of EPIC, Friends of Del Norte and Coalition for Responsible Transportation Priorities have chosen the RTP process as a platform for their opposition to projects on US 197/199 STAA Access and while the project is currently on track a closer look at the comment letter received from EPIC et al. is required and that counsel is advising DNLTC.
- Performance Audit recommendations – Ms. Leighton reported the performance audit was accepted by the commission and in a future meeting she will have to draft a response.
- Consolidated Transportation Service Agency (CTSA) update – Ms. Leighton reported the Community Assistance League is scaling back their program and now we need to designate a new CTSA. Ms. Leighton commented she has a meeting with the Health Care District, CEO at Sutter Coast Hospital, and Coastline Enterprises to find a way to have a program to bring our people home after they are flown out for medical emergencies. Ms. Leighton reported from what she has found out is it is the releasing hospitals responsibility to safely discharge patients. Ms. Leighton stated even though it is not our direct responsibility to figure out a safe way to get people home, she feels we need to find a way to help.

8. Adjourn to the next regular meeting of May 5, 2016 at 9:30 a.m.

With no further business to come before the Commission, the Chair adjourned the meeting at 11:03 a.m., until the next meeting on March 5, 2016 at 9:30 a.m.

Respectfully submitted,



Tamera Leighton, Executive Director
Del Norte Local Transportation Commission