

MINUTES
DEL NORTE LOCAL TRANSPORTATION COMMISSION
REGULAR MEETING: DECEMBER 17, 2015 AT 11 A.M.

Present: Commissioner Blake Inscore, City, Alternate
Commissioner Chris Howard, County
Commissioner Gerry Hemmingsen, County
Commissioner Rick Holley, City
Commissioner David Finigan, County, Vice-Chairman
Commissioner Kathryn Murray, City, Chairman

Absent:

Also Present: Robert Black, Black & Rice
Nicole L. Burshem, P.S. Business Services
Tamera Leighton, Local Transportation Commission
Jason Price, Public Advisory Member Alternate, Caltrans

1. Call Meeting to Order

Chairman Murray called the meeting to order at 11:00 a.m.

2. Consider additions, deletions or changes to agenda

Note: The Technical Advisory Committee met after the posting of the agenda. TAC recommendations will be reported in the meeting.

There were no additions, deletions, or changes to agenda.

3. Public comment period

The following person(s) addressed the commission: Ms. Leighton commented there is a letter from Eileen Cooper that was presented to the Commission regarding RTIP.

4. Adjourn to the Policy Advisory Committee

Chairman Murray adjourned as the Del Norte Local Transportation Commission and reconvened as the Policy Advisory Committee at 11:02 a.m.

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 November 12, 2015.

Staff recommendation: By consensus, accept minutes of November 12, 2015.

b) Climate Change and Storm Water Management Plan

Staff recommendation: By polled vote, accept final Climate Change and Storm Water Management Plan.

c) Approve agency funding agreement with Crescent City Harbor District

Staff recommendation: By polled vote, authorize executive director to execute Local Agency Allocation Agreement with the Crescent City Harbor District.



d) Adopt Resolution 2015 26 Adopting 2016 Regional Transportation Improvement Program

Staff recommendation: By polled vote, adopt resolution 2015 26.

On a motion by Commissioner Finigan, seconded by Commissioner Howard, and unanimously carried on a polled vote the Del Norte Local Transportation Commission approved and adopted items 4. a-d as noted above.

POLICY and ADMINISTRATIVE

e) Consider request by Redwood Coast Transit Authority for California Transit Security Grant Program funding.

Staff recommendation: Pending advice from counsel, consider Redwood Coast Transit Authority request to adopt resolution and authorize signatures for California Transit Security Grant Program funding.

Ms. Leighton commented there have been some challenges regarding the transit funds and Redwood Coast Transit Authority and DNTLC met a year ago with a two by two meeting. Even after this meeting a year ago, Redwood Coast Transit Authority failed to report on funds in a timely manner resulting in the receipt of more Failure to Report notices. Ms. Leighton commented the Redwood Coast Transit Authority is the only eligible recipient for the Cal OES funds. At the request of Cal OES and with consent from Chair Murray, Ms. Leighton agreed to be the point of contact for Cal OES. Mr. Black commented that Ms. Leighton explained the current situation well. Commissioner Finigan asked who is responsible. Ms. Leighton answers that DNLTC holds ultimate responsibility to Cal OES even though RCTA is the end recipient of the funds. Chairman Murray commented that it is her understanding that Mr. Wall no longer will be working for the Transit Authority at the end of June. Ms. Leighton commented he sent a letter to Cal OES that he will no longer be dealing with the funds for the RCTA which is concerning because he is still the administrative staff for RCTA. Commissioner Finigan asked who would have to return the funds. Ms. Leighton responded that DNTLC is holding the money right now and would be responsible for the return of the funds. Chairman Murray commented that the Transit Authority is running without a director per the email from Mark Wall to Cal OES stating that he would not be responsible for reporting. Ms. Leighton commented that it does seem that way, but it is not her area of business to comment on. Commissioner Hemmingsen asked if anyone here is on the Redwood Coast Transit Authority Commission. Commissioner Hemmingsen commented this is a very small part to a bigger picture and that we are going to run into the same issue that we had with the audit. Mr. Black commented the situation is more complicated and believes Mr. Wall is not totally disengaged. Mr. Black commented that the Resolution before the Commission gives the commission the judgment call whether Redwood Coast Transit Authority will accept the responsibility of the reporting to DNLTC and that DNLTC would then send the report information on to Cal OES. Commissioner Finigan commented that this Resolution gives DNTLC the obligations to request assurance from RCTA that they will report in a timely manner before the funds are released to RCTA.

On a motion by Commissioner Finigan, seconded by Commissioner Hemmingsen, and unanimously carried on a polled vote the Del Norte Local Transportation Commission approved and adopted the Resolution 2015 27 and 28 authorizing the executive director



to execute any actions necessary to obtain financial assistance provided by the California Governor's Office of Emergency Services under the 2013-14 and 2014-15 California Transit Security Grant Program

f) Discussion items

- 2016-17 Overall Work Program discretionary work- Ms. Leighton commented there is a draft overall work program for 2016-17. Every year we come to some agreement in December and January. The data book is a discretionary item. The Elk Valley Road Multimodal Corridor Plan is to consider a Multimodal Plan for Elk Valley Road. We need significant reach out to the public on their opinion of what they would like done in this area. This document would establish planning level cost projections and project scope. The Technical Advisory Committee recommends moving forward with this work and with an update to the Pavement Management Plan which is required every two years.
- US Highway 197/199 update- Ms. Leighton commented there is nothing to report on this at this time. Chairman Murray asked if they have been able to receive the victims from the river. Ms. Leighton responded no and she requested a safety analysis for the area.
- Last Chance Grade update- No report.

5. Commissioner comments and reports.

Commissioner Hemmingsen commented that he is concerned in regards to Redwood Coast Transit Authority. There seems to be a disconnect between Ms. Leighton and Mr. Wall. Ms. Leighton commented she doesn't believe there is a disconnect but that the problem factual: She receives failure to report notices and that there are clear indications that these notices put our funding at risk such as the Cal OES request to Lake that they return funds. There is an ongoing documentation that the work isn't being performed in a timely manner. Commissioner Hemmingsen asked why the Redwood Coast Transit Authority Board doesn't take some sort of action. Ms. Leighton commented there has been information shared with the board's chair and that it's up to Redwood Coast Transit Authority board to consider action. Commissioner Finigan asked if this board directed her to go to the Redwood Coast Transit Authority board to get the assurances and Ms. Leighton responded that the adopted resolution directs her to do so. Commissioner Holley commented the best environment is to have a joint board meeting to figure out a resolution. Chairman Murray commented that there was a meeting with our Vice Chair and Chair and their Vice Chair and Chair but that there was no improvement. Mr. Black suggested letting the Redwood Coast Transit Authority solve their problems.

6. 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 listed above.

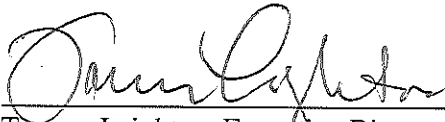
The Policy Advisory Committee adjourned and immediately reconvened as the Del Norte Local Transportation Commission at 11:38 a.m.



On a motion by Commissioner Finigan, seconded by Commissioner Howard, and unanimously carried on a polled vote, the Del Norte Local Transportation Commission approved and adopted the actions taken above items 4. a.-f. noted above.

7. **Adjourn to the next regularly scheduled meeting on January 14, 2016 at 11 a.m.**
With no further business before the Commission, Chairman Murray adjourned the meeting at 11:39 P.M., until the next regularly scheduled meeting on January 14, 2016 at 11:00 a.m.

Respectfully submitted,



Tamera Leighton, Executive Director
Del Norte Local Transportation Commission

