

**MINUTES  
DEL NORTE LOCAL TRANSPORTATION COMMISSION  
REGULAR MEETING: FEBRUARY 11, 2016 11 A.M.**

Present: David Finigan, County, Chairman  
Commissioner Gerry Hemmingsen, County  
Commissioner Rick Holley, City  
Commissioner Chris Howard, County  
Commissioner Kathryn Murray, City  
Commissioner Daren Short, Vice-Chairman

Absent:

Also Present: Nicole L. Burshem, P.S. Business Services  
Tamera Leighton, Local Transportation Commission  
Jason Price, Caltrans  
Kurt Stremberg, Public

**1. Call Meeting to Order**

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

**2. Public comment period**

The following person(s) addressed the Board: Kurt Stremberg commented there was a conversation on Last Chance Grade that there may be up to 3-hour delay for construction between Crescent City and Eureka. Mr. Stremberg noted he is curious to what the timeline will be because a lot of people are concerned with the 3-hour commute. Commissioner Holley asked if this would be in multiple locations. Mr. Stremberg stated that yes there will be multiple locations of delays. Commissioner Finigan commented Mr. Stremberg's information is misleading and that the 3-hour delay will not be every day or regularly but on very few days when big equipment is moved to the construction site and that the 3 hours is a worst case scenario. Commissioner Finigan suggested that major delays should happen on the off hours and that Last Chance Grade is one location, but there are two other locations as well. Commissioner Holley commented we should encourage Caltrans to do this as soon as possible. Ms. Leighton suggested having a factual update at the next to add clarity. Public Advisory Member Tucker commented they are working on a list to show where the delays will be.

**3. Election of Chairperson and Vice Chairperson**

Requested Action: By motion, elect a Chairperson and Vice Chairperson for 2016.

On a motion by Commissioner Holley, seconded by Chair Murray, and unanimously carried on a polled vote, the Del Norte Local Transportation Commission approved to elect David Finigan as Chair.

On a motion by Commissioner Holley, seconded by Commissioner Finigan, and unanimously carried on a polled vote, the Del Norte Local Transportation Commissioner approved to elect Darren Short as Vice Chair.

**4. Adjourn to the Policy Advisory Committee**

Chair Finigan adjourned as the Del Norte Local Transportation Commission and immediately reconvened as the Policy Advisory Committee at 11:10 p.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 January 14, 2016**

Staff recommendation: By consensus, accept minutes of January 14, 2016. On a motion by Commissioner Murray, seconded by Commissioner Short, and unanimously carried on a polled vote with Public Advisory Member Tucker abstained, the Del Norte Local Transportation Commission approved the minutes from January 14, 2016, as presented.

**POLICY and ADMINISTRATIVE**

**b) California Low Carbon Transit Operations Program Fiscal Year 2015-16 Funding Allocation**

Staff recommendation: By polled vote, adopt Resolution 2016 02 allocating \$27,151 to Redwood Coast Transit Authority.

Ms. Leighton commented the LCTOP program is another program where funds pass through DNLTTC to the Transit Authority. There is only one Transit Authority that is eligible for this program and the Resolution that is attached is a requirement for eligibility.

On a motion by Commissioner Holley, seconded by Commissioner Murray, and unanimously carried on a polled vote, the Del Norte Local Transportation Commission approved and adopted Resolution 2016 02 allocation \$27,151 to Redwood Coast Transit Authority.

**c) Grants Management Assistance**

**Staff recommendation:** By polled vote:

1. Authorize executive director to execute contract for on-call transit grant fund administration services after review by counsel.
2. Adopt resolution 2016 03 amending the Overall Work Program to include Grants Management Assistance and the corresponding funding.

Ms. Leighton commented these were on together because in order to have one we have to have the other. With recent experiences, it is prudent to secure some additional help to ensure continuous required reporting through transition of the Transit Manager position. Commissioner Holley asked if this comes out of the budget of the Local Transportation Commission authority or does it come from somewhere else. Ms. Leighton commented that these are TDA funds and while they come from DNLTTC it is all the same funding regardless of the budget. There is no net difference. In the March meeting she will bring information to further explain the process for allocating TDA funds. These are funds that go through a formula and that DNLTTC administration is the first allocation in this formula.

3. On a motion by Commissioner Murray, seconded by Chair Finigan, and unanimously carried on a polled vote, the Del Norte Local Transportation Commission authorized the executive director to execute contract for on-call

transit grant fund administration services after review by counsel and approved and adopted resolution 2016 03 amending the Overall Work Program to include Grants Management Assistance and the corresponding funding

**d) Discussion items**

- 2016 Regional Transportation Plan – Ms. Leighton presented a brief list of projects that were discussed at the Technical Advisory Committee meeting. Ms. Leighton noted in the RFP document we have a top priority unfunded chapter. It is a short numerical list of priority projects. Ms. Leighton stated she wanted to share with the board the Technical Advisory Committee recommendation. Chair Finigan asked if the funding for the roundabout for Parkway/Washington intersection changed. Ms. Leighton commented there hasn't been conversation about the intersection and we don't have a concerning accident rate at this time. Commissioner Murray asked if the Hiouchi project has a Federal area there. Ms. Leighton commented it is Park land so it is a Park project. Commissioner Holley asked if the 1 - 7 is a prioritized list. Ms. Leighton stated that it is a prioritized list. Commissioner Short asked if we should expand number one to include the four projects that start at Hamilton Road to Mill Creek. Ms. Leighton commented the difference in those projects is that those are maintenance and emergency projects that are getting taken care of right now and that are not typically in a Regional Transportation Plan.
- Transportation Funding in California – Ms. Leighton commented the STIP has a negative balance. Ms. Leighton noted what is happening across the state is that \$750 million will need to be reconciled. That is for future projects that have not received an allocation. With gas prices so low we find ourselves in a predicament. Chair Finigan stated that transportation funding is going in the wrong direction.
- Last Chance Grade – Ms. Leighton commented we have had conversations about declaring an emergency. The questions continue to come back to us. Ms. Leighton suggested placing a FAQ section on the website to state what a State of Emergency will do or not do. Chair Finigan commented even if the money were there, you would still have to go through a process and the potential consequences are that if it is declared an emergency than the road will have to be shut down. Public Advisory Member Tucker commented he spoke with Sebastian Cohen and they are still working on the language to present something more for the public in about a week. Commissioner Murray suggested stating the steps that a project has to go through in order to be complete. Public Advisory Member Tucker stated that could be done.
- North Gateway speed limits – Ms. Leighton commented the North Gateway into Crescent City will have a declining speed limit soon from 65 to 55 to 45 mph rather than from 65 to 45 mph.

**5. Commissioner comments and reports.**

Commissioner Murray commented Congressman Huffman would be attending our Last Chance Grade meeting. Commissioner Holley asked whether there will be guardrails on Highway 199 at the location where the car went off the road with two fatalities.

**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 11:41 a.m.

On a motion by Commissioner Murray, seconded by Commissioner Holley, and unanimously carried on a polled vote, the Del Norte Transportation Commission approved and adopted the actions taken above items 4. a-d.

**7. Adjourn to the special meeting scheduled on March 17, 2016 at 11 a.m.**

With no further business before the Commission, Chairman Murray adjourned the meeting at 11:43 a.m., until the next regularly scheduled meeting on March 24, 2016 at 11:00 a.m.

Respectfully submitted,



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Tamera Leighton, Executive Director  
Del Norte Local Transportation Commission