

**TECHNICAL ADVISORY COMMITTEE
AT 9:30 A.M. ON SEPTEMBER 1, 2016
WASTE WATER TREATMENT PLANT COMMUNITY ROOM
210 BATTERY STREET, CRESCENT CITY, CA 95531**

1. Call Meeting to Order

2. Public comment period

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

3. Minutes of July 7, 2016

4. Elk Valley Road Multimodal Corridor Plan.

Proposed action: Receive report from review committee and recommend consultant for Elk Valley Road Multimodal Corridor Plan services to Del Norte Local Transportation Commission.

5. Service Authority for Freeway Emergencies (SAFE) Annual Report

Proposed action: Recommend DNLTC accept SAFE Annual Report.

6. County request for \$30,000 for Fred Haight Drive from First Street to Pearl Haight Bosch Bridge.

Proposed action: Consider request and make recommendation to DNLTC.

7. Discussion

- 2016-17 Overall Work Program update and Requests for Proposals

8. Adjourn to the next regular meeting of October 6, 2016 at 9:30 a.m.

Anyone requiring reasonable accommodation to participate in the meeting should contact the Executive Director Tamera Leighton, at (707) 465-3878, at least five (5) days prior to the meeting. For TDD use for speech and hearing impaired, please call (707) 464-2226.

**TECHNICAL ADVISORY COMMITTEE MINUTES
AT 9:30 A.M. ON JULY 7, 2016**

Present: Charlie Helms, Harbor District, Chair
Rosanna Bower, County
Heidi Kunstal, County, Vice Chair
Joe Rye, RCTA via teleconference
Kevin Tucker, Caltrans
Eric Wier, City

Absent: Mike Berry, CHP
Brandi Natt, Yurok Tribe
Eric Taylor, City

Also Present: Nicole Burshem, DNLTC
Elizabeth Burrows, Public
Eileen Cooper, Public
Jeff Daniels, County
Tamera Leighton, DNLTC
Richard Mello, County
Jason Price, Caltrans
Sabrina Valentine, DNLTC
David VanDermark, City Manager

1. Call Meeting to Order

The meeting was called to order at 9:36 a.m. and introductions were made.

2. 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 person(s) addressed the Committee: Eileen Cooper commented she thinks this (direct transit service to the Arcata airport) is a good idea and the Arcata airport should be connected to our County and she believes that a fuel consumption point of view and cost, 80% of the airport use is public service is for tourists.

3. Minutes of May 5, 2016

Mr. Tucker reported item 6 from the minutes: Some of the US Highway 101 Gateway project components will be included in an existing SHOPP project by expanding the project limits. This took the place of the ATP application discussed in May and June. Ms. Leighton explained to Mr. Tucker that what took place in the last meeting cannot be changed but it will be noted in this meeting that the status has been updated. Ms. Bower commented in regards to item 5 Overall Work Program Ms. Bower believes the last sentence on the motion we approved the Overall Work Program and to reduce, "if necessary" should be added. Ms. Bower presented other corrections that needed to be made to the minutes. Mr. Rye corrected that he attended in person not telephonically.

On a motion by Ms. Bower, seconded by Mr. Tucker, and unanimously carried the Technical

Advisory Committee approved the minutes of May 5, 2016 with corrections.

4. Review and approve Request for Proposals for Elk Valley Road Multimodal Corridor Plan.

Proposed action: Make recommendations for changes and by consensus agree to the posting of the Request for Proposals.

Discussion: Ms. Leighton commented the request for proposals was in the agenda packet. Ms. Leighton worked with the County to develop the RFP. The only content that is different from typical is the entire TAC is often the review committee for a request for proposals. The County is requesting we have a more limited group, which is fine. Two County staff, Caltrans staff and Eric Weir would agree to review the request for proposals for the project rather than the whole TAC. Ms. Leighton reviewed the necessary schedule and process as required by the funding source. Technical corrections were made. Mr. Weir asked for clarification for why this limited selection group rather than the entire TAC. Ms. Bower replied that it's not a community based plan and that it's more a specific area and we are trying to narrow down to particular expertise. Ms. Leighton stated that there will be opportunity for everybody to comment on the document. Eileen Cooper commented it has the word multimodal then goes into structuring. She felt this didn't show what some of the goals are for the project. Ms. Cooper expressed she doesn't feel the consultant had a good path of focus on the project. This does affect regional transportation to improve the roadway; it becomes a bypass of a sort. Is it couched for bicycle or more other uses behind this plan. Ms. Bower responded the goal of the process is to determine the need. It's not well defined, we know the general plan and the goal is to understand the need for various modes of transportation for this specific area. Primarily we are focusing on the corridor from Howland Hill to Hwy 199; we will look at truck traffic, bike, pedestrians, other modes, and bus system. We are hoping to get input from the community and also look at the environmental constraints. Ms. Bower explained it is to also establish a plan for the Elk Valley Corridor, we don't know what we need to do out there and we haven't yet engaged the public to find out. Ms. Leighton commented that defining a potential project is what this document is for. Eileen Cooper asked what is the motive in doing such a big study. Ms. Leighton commented there is no motive beyond what is stated. Eileen Cooper asked if anyone had opinions of what they want to see come out of this. Ms. Bower stated that the County needs a well vetted community based project.

On a motion by Ms. Kunstal, seconded by Mr. Weir, and unanimously carried the Technical Advisory Committee approved Request for Proposals for Elk Valley Road Multimodal Corridor Plan.

5. Discussion

- 2016-17 Overall Work Program update and Requests for Proposals – Ms. Leighton commented that we did end up receiving the funding of \$13,000 and recommends we rescind the resolution that amended the original Overall Work Program which was approved with the \$13,000. We are just pulling back on a resolution that is no longer necessary. The work elements were reviewed. Ms. Leighton suggested the City provide the scope of work section for the RFP for the Pebble Beach Drive Project Initiation Documents and she will package the scope in the required format. Ms. Leighton asked in terms of review if the City would you like the whole TAC to review. Mr. Wier responded yes. Ms. Leighton suggested having the proposal ready for August or September TAC meeting. Mr. Wier responded that will work. Ms. Leighton asked if the format for the Pavement Management Plan has worked in its current format. The TAC agreed it is currently working and that the format should remain the same with content updates. Mr. Wier commented

that the City struggles with getting the information in a GIS format so we will make sure we have that in the request for proposal.

- Crescent City Non-motorized Improvement (SHOPP) project – Mr. Tucker presented pictures of the SHOPP project replacing the driveways and curve ramp projects in town. Mr. Tucker stated the original idea was to fill in sidewalk gaps. The idea was in order to expand the scope, North and South for the gateway project and there was talk about taking on the North side of town going up Highway 101 to Washington Blvd. The idea is adding sidewalk or path that would follow Highway 101 South up the onramp connecting to Washington Blvd. Ms. Bower asked if it was normal to put a sidewalk on an onramp. Mr. Tucker responded no. Ms. Leighton added that it is proven to be a path people use because there is a clear path in the dirt. . With the Gateway project there was a lot of vetting about what some of the good options are. Ms. Bower expressed her concern is if you get them up the on ramp and on Washington Blvd, how do they get across the road safely. David suggested paving a bike path in that area. Mr. Tucker reported one of the questions to be asked is who would maintain the portion between Sunset to the Washington on ramp. We are working on some drawings of how that would work. Ms. Leighton suggested some community meetings. On the South end the Gateway project has a pedestrian crossing recommended across the street near the Harbor. Mr. Wier asked for clarification if the Washington on ramp is in or out of the project. Ms. Leighton replied the sidewalk along the on ramp would be in. Ms. Bower asked if anything will be done for bike lanes. Mr. Tucker replied any place that has a shoulder a stripe will be put in. Ms. Bower commented that would not be seen on northbound side. Mr. Tucker responded on the northbound side there is no way to accommodate that. David asked what is a choro. Mr. Tucker commented it is the bike symbol in the middle of the lane to show drivers where bicycles should go. Mr. Wier asked what is the timeline? Mr. Tucker commented he would have to check the timetable, once it is submitted in the SHOPP it would be the 2016-2020 cycle. Ms. Bower asked if SHOPP could be used on Washington Blvd. Mr. Tucker commented not typically. Mr. Wier asked is this update going to the Commission as well. Mr. Tucker responded he would wait until we can get a better idea of the feasible grasp on Washington.

- RSTP fund allocation methodology and practice – Ms. Leighton and the TAC discussed different methodologies for allocating RSTP funding and asked the TAC if they wanted to go to a formal policy. After discussion the TAC unanimously agreed that no formal policy is necessary and that a formal policy would reduce the necessary flexibility of the funding.

- SAFE System – Ms. Leighton did a thorough inspection of the SAFE system's 26 call boxes. The call box system per capita use is the highest in the state, for this past year the call box use is up 30%. We have a call box system annual report every year and this will be in the next TAC agenda.

- Unmet Needs hearing –Ms. Leighton commented the hearing will be finished in this next Del Norte Local Transportation Commission meeting and she explained the unmet needs process. There are a couple of pages that were handed out at the beginning of the meeting. Ms. Leighton commented that she had received these after the agenda was put together. The Memo to Tamara from Matt Leitner with the airport, the RCTA discussed at length a proposal to promote transit service from Crescent City to Arcata. Ms. Leighton commented the other transit topic that came in was a, Breaking Through the Redwood Curtain proposal for Amtrak throughway bus service between Eugene Oregon and Eureka California. Eileen Cooper suggested having better advertisement of how to connect. It is very expensive to go to Humboldt. She sees us taking a bus for a \$1.50 all the way to Klamath and then Humboldt doing \$5.00 to everywhere. Jeff Daniels

commented on the call boxes on South Fork and the one at Rattlesnake Slide is not very functional in that place. Ms. Leighton has nearly no use or is not working. Mr. Daniels asked what are the criteria. Ms. Leighton responded having them spaced out and not in a cluster and placing them where you could have cell service with the special tower rather than going to a satellite. One of the things she had in mind is moving a satellite box in the Rock Creek area if we are going to have to move to satellite service. Mr. Daniels commented there is a lot of people using the back roads. Eileen Cooper commented the handset is broken is there possibly some design that would reduce the full proof. Ms. Leighton commented it wasn't broken visibly, but was electronically and that the call boxes are quite sturdy.

6. Adjourn to the next regular meeting of August 4, 2016 at 9:30 a.m.

With no further business to come before the Committee, the Chair adjourned the meeting at 11:02 a.m., regular scheduled meeting on August 4, 2016 at 9:30 a.m.

Respectfully submitted,

Tamera Leighton, Executive Director
Del Norte Local Transportation Commission

Item 4 Staff Report

DATE: **SEPTEMBER 1, 2016**
TO: **TECHNICAL ADVISORY COMMITTEE**
FROM: **TAMERA LEIGHTON, EXECUTIVE DIRECTOR**
SUBJECT: **ELK VALLEY ROAD MULTIMODAL CORRIDOR PLAN**

STAFF RECOMMENDATION: Receive update from Committee and make recommendation to DNLTC.

BACKGROUND: The Elk Valley Road Multimodal Corridor Plan is a product in the 2016-17 Overall Work Program for the County of Del Norte. A review committee of a City engineer, Caltrans District 1 Planning, County Development Director and County engineer will evaluate those proposals that meet the stated requirements and will make a recommendation to the Del Norte Local Transportation Commission.

The request for proposals was issued and responses were due on August 19. Dokken Engineering and Green DOT Transportation Solutions submitted proposals. The schedule is:
September 1, 2016 Committee review of proposals and recommendation
September 8, 2016 Anticipated Contract Award
September 12, 2016 Project Start Date
May 31, 2017 Project Completion

Item 5 Staff Report

DATE: **SEPTEMBER 1, 2016**
TO: **TECHNICAL ADVISORY COMMITTEE**
FROM: **TAMERA LEIGHTON, EXECUTIVE DIRECTOR**
SUBJECT: **SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)**
ANNUAL REPORT

STAFF RECOMMENDATION: Recommend DNLTC accept SAFE Annual Report.

BACKGROUND: The call box program provides assistance to motorists in trouble, allowing them to report a road hazard, a flat tire or a mechanical breakdown, or any other emergency. While some communities have a significant decline in call box use and they are implementing alternative motorist aid programs, the Del Norte SAFE is consistently at the top for use by capita and our use has unexpectedly increased by 28.5% in the 2015-16 year. In the past five years, call box use has increased 48%.

We currently have 26 boxes and a basic cost analysis indicates the system could maintain 33 cell service boxes if average operations and maintenance costs are consistent. The cost for purchasing and installing new boxes is approximately \$10,000 (for budgeting purposes only).

If Del Norte SAFE installed two additional cellular service call boxes we would have about \$37,000 remaining. We have one box on South Fork Road at Rattlesnake Slide that is not working properly and may need to be replaced with a higher cost satellite call box or moved. This box could be repurposed at a higher-need location. California Highway Patrol has provided recommendations for locations for additional boxes near US-199 at PM 30.00 and US-199 at PM 35.00. These locations will need to be considered by the CHP and Caltrans for safety and CASE Systems for operational viability.



SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (S.A.F.E.)

2015/2016 ANNUAL EVALUATION REPORT

Prepared by: Tamara Leighton, Executive Director
Del Norte Local Transportation Commission
Del Norte S.A.F.E.
1301-B Northcrest Drive, #16
Crescent City, CA 95531
www.dnltc.org
Tamera@DNLTC.org

Del Norte S.A.F.E. Overview

Del Norte County Service for Freeway Emergencies (SAFE) was developed based on the local county need for remote access to the public safety system. Del Norte Local Transportation Commission currently manages 26 call boxes along Highways 101, 199 and South Fork Smith River Road. Call box locations were chosen based on Annual Average Daily Traffic, accessibility and access to other emergency communication services.

The Del Norte Local Transportation Commission executive director concurrently provides the Del Norte S.A.F.E. call box system staff services and administers contracts with California Highway Patrol, CASE Systems, Inc. and U.S. Cellular. California Highway Patrol receives all calls from Del Norte S.A.F.E. call boxes, and dispatches the appropriate entity to deal with each individual problem. U.S. Cellular provides the cellular phone services for each call box in the system. CASE Systems, Inc. monitors the system for mechanical problems and reports the problem to Del Norte S.A.F.E. Staff performs a visual check of the call box and CASE Systems performs necessary repairs. CASE Systems invoices Del Norte S.A.F.E. for services rendered. Funding for the S.A.F.E. system comes primarily from Department of Motor Vehicles vehicle registration fees.

This S.A.F.E. report is prepared on an annual basis and its purpose is to track call volume and revenue and expenditures and to evaluate the effectiveness of the overall system. Of note, Del Norte S.A.F.E. has traditionally had among the highest per capita use in the State and in 2015-16 call box use is up 28.4% and the five-year increase is 48%.

This document is updated annually and includes the following reports:

1. Number of calls for Del Norte S.A.F.E.
2. Revenue and Expenditure: Unaudited.

**DEL NORTE LOCAL TRANSPORTATION COMMISSION
STATEMENT OF REVENUES & EXPENDITURES - SAFE FUND**
For the Year Ended June 30, 2016
(UNAUDITED)

	<u>Amount</u>
Ordinary Revenues/Expenses	
Revenues	
Interest Income	\$ 339.95
SAFE Revenue	<u>24,642.44</u>
Total Revenues	<u>24,982.39</u>
 Expense	
Auditors Office SAFE ASF Fee	122.17
System Services	14,282.06
DNLTC Consulting Staff	5,418.00
Total Work Element F	<u>19,700.06</u>
Total Expense	<u>19,822.23</u>
 Net Revenues over Expenses	 <u>\$ 5,160.16</u>

Call Box Use & Service for Del Norte S.A.F.E.

Box ANI #	Sign Number	Phone Number	Location	2013-14 Calls	2014-15 Calls	2015-16 Calls
361	101-123	498-7900	PM 12.25 N. Wilson Creek	17	14	18
363	101-227	498-7901	PM 22.6 Vista S. Hamilton	23	23	28
775	199-012	954-0964	PM 1.0 N. Kings Valley Road	5	6	6
776	199-32	498-2575	PM 3.0 N Walker Road	18	13	14
777	199-71	498-2651	PM 7.09 S. Myrtle Creek	9	13	13
778	199-108	954-0961	PM 10.81 S. Hardscrabble Creek	14	7	10
779	199-202	954-0962	PM 20.07 S Patrick Creek Camp	14	9	11
780	199-232	954-0963	PM 23.13 Narrows	11	13	15
781	199-262	954-0968	PM 26 Bar O Boys	16	19	36
782	199-326	954-0965	PM 32.6 Collier Rest Area	27	45	54
783	101-149	954-0966	PM 14.80 Rudsill Road	8	16	20
784	101-188	954-0967	PM 18.97 Top of Crescent Hill	19	22	15
785	101-367	954-0969	PM 36.53 Northbank Road	1	0	9

786	101-0007	498-8770	PM 0.53	12	17	12
787	101-0006	498-8771	PM .5	4	10	11
788	101-0082	498-8772	PM 8	9	2	20
789	101-0206	498-8773	PM 20.59	8	5	13
790	101-0304	498-8774	PM 30.48	11	7	6
791	101-0305	498-8775	PM 30.48	9	4	6
792	101-0345	498-8776	PM 34.36	4	10	9
793	199-0285	498-8783	PM 28.43	30	31	37
794	199-0164	498-8784	PM 16.49	8	3	10
795	199-0165	498-8785	PM 16.49	6	12	18
SAT	427-021	954-8431	PM 2.1 S Craigs Beach	4	7	26
SAT	427-121	954-8173	PM 12.1 Rattlesnake Slide	7	6	0
SAT	427-143	954-8614	PM 14.4 GO Intersection	18	20	12
Total Calls				312	334	429

SAFE Callbox Locations



1801 Northcrest Drive, Ste B PMB 16
Crescent City, California 95531
www.dnltc.org



Tamera Leighton, Executive Director

Tamera@DNLTC.org

Desk: (707) 465-3878

Cell: (707) 218-6424

Item 6 Staff Report

DATE: **SEPTEMBER 1, 2016**
TO: **TECHNICAL ADVISORY COMMITTEE**
FROM: **TAMERA LEIGHTON, EXECUTIVE DIRECTOR**
SUBJECT: **COUNTY REQUEST FOR \$30,000 FOR FRED HAIGHT DRIVE FROM FIRST STREET TO PEARL HAIGHT BOSCH BRIDGE**

STAFF RECOMMENDATION: Consider request and make recommendation to Del Norte Local Transportation Commission.

BACKGROUND: County submission is attached.



COUNTY OF DEL NORTE

COMMUNITY DEVELOPMENT DEPARTMENT

981 "H" Street, Suite 110
Crescent City, California 95531

Fax (707) 465-0340

Planning	Engineering & Surveying	Roads	Building Inspection	Code Enforcement	Environmental Health
(707) 464-7254	(707) 464-7229	(707) 464-7238	(707) 464-7253	(707) 464-7254	(707) 465-0426

August 11, 2016

Del Norte Local Transportation Commission
1301 B Northcrest Drive, #16
Crescent City, CA 95531

Dear Members of the Technical Advisory Committee,

In the fall of 2015, the County completed the much awaited Fred Haight Drive Reconstruction Project which was funded through the State Transportation Improvement Program (STIP) funds. The project extended from Highway 101 at its north entry to Fred Haight Drive to First Street for a length of ~1,250 lineal feet.

Maintenance within the project area was deferred realizing that the reconstruction project would be undertaken and that it would cause impacts to the adjoining road section of Fred Haight Drive from First Street to Pearl Hight Bosch Bridge. The use of heavy equipment and the installation of needed drainage improvements did cause the anticipated wear and tear on the road surface. Unfortunately, the STIP funding did not include an overlay of this road segment.

The County requests that the Technical Advisory Committee forward a recommendation of approval to the Del Norte Local Transportation Commission to allocate \$30,000 in Regional Surface Transportation Program funds to overlay Fred Haight Drive from First Street to the Pearl Haight Bosch Bridge. The funds will be used to pay for the asphalt concrete overlay for the 1700' long by 30' wide segment of road. The County Road Division would provide the labor, equipment, oil and striping as an in-kind match. The estimated value of the match is \$26,500.

We understand that RSTP funds have not typically been used for what can be considered deferred maintenance, but from the County's perspective the use of these funds will enhance the STIP funded project and result in a more comprehensive improvement to all of Fred Haight Drive.

Thank you for your consideration of our request.

Respectfully submitted,

Heidi Kunstal
Director of Community Development

w/enclosures







