



SPECIAL JOINT MEETING OF THE
CITY COUNCIL OF THE CITY OF CRESCENT CITY
AND THE
REDWOOD COAST TRANSIT BOARD OF DIRECTORS

AGENDA
Flynn Center
981 H Street
CRESCENT CITY, CA 95531

MONDAY JANUARY 23, 2023 6:00 P.M.

ZOOM PHONE NUMBER: (253) 215-8782

ZOOM WEBINAR ID: 862 8770 4227

MUTE / UNMUTE PRESS *6 RAISE HAND PRESS *9

The public may access and participate in the public meeting using one or more of the following methods:

- 1) Attend the meeting in person, public comment at the podium will be allowed.
- 2) Participate live online via Zoom (details below) or by utilizing the link to join the meeting posted on both the City of Crescent City – City Hall Facebook page and the City of Crescent City website (www.crescentcity.org), public comment may be made by using the raise hand feature on Zoom;
- 3) Watch the meeting via livestream on YouTube (channel: City of Crescent City, California), public comment may be made by calling in to the meeting using the Zoom phone number;
- 4) Public comments may be made in advance by submitting written comment via publiccomment@crescentcity.org or by filing it with the City Clerk at 377 J Street, Crescent City, California, 95531. All public comments (via email or mail) must be received by the City Clerk prior to 12:00 p.m. the day of the meeting. Please identify the meeting date and agenda item to which your comment pertains in the subject line. Public comments so received will be forwarded to the City Council and District Board and posted on the website next to the agenda. **Written public comments will not be read aloud during the meeting.**

OPEN SESSION

Redwood Coast Transit Board of Directors

Call to order

Roll call

City Council

**Call to order
Roll call
Pledge of Allegiance**

NEW BUSINESS

1. Front Street Transit Hub Site Selection

- *Recommendation: Hear staff report*
- *Technical questions from the Board/Council*
- *Receive public comment*
- *Further Board/Council discussion*
- *Give staff direction regarding preferred location of the transit hub*
- *If appropriate for the transit hub location, direct staff to bring back an Memorandum of Agreement (MOA) between the City / RCT Board for the use of public property*

ADJOURNMENT

Redwood Coast Transit Board of Directors:

Adjourn to the regular meeting of the Redwood Coast Transit Board of Directors scheduled for February 27, 2023 at 5:30 p.m. at the Flynn Center, 981 H Street, Crescent City, CA 95531.

City Council:

Adjourn to the workshop for the City Council of the City of Crescent City and the Measure S Oversight Committee scheduled for January 30, 2023 at 5:30 p.m. at the Wastewater Treatment Facility, 210 Battery Street, Crescent City, CA 95531.

POSTED:

January 20, 2023
/s/ Robin Altman
City Clerk/Administrative Analyst
City of Crescent City

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact the City Clerk's office at (707)464-7483 ext. 223. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II] For TTYDD use for speech and hearing impaired, please dial 711. A full agenda packet may be reviewed at City Hall, 377 J Street, during regular business hours, 8:00 a.m. 5:00 p.m., or on-line at www.crescentcity.org



AGENDA REPORT REDWOOD COAST TRANSIT AUTHORITY AND CITY COUNCIL

**TO: MAYOR WRIGHT AND MEMBERS OF THE CITY COUNCIL
CHAIR ALTMAN AND MEMBERS OF THE REDWOOD COAST TRANSIT
AUTHORITY**

**FROM: JOE RYE, RCTA GENERAL MANAGER
ERIC WIER, CITY MANAGER**

DATE: JANUARY 23, 2023

SUBJECT: FRONT STREET TRANSIT HUB SITE SELECTION

RECOMMENDATION

- Hear staff report
- Technical questions from the Council / Board
- Receive public comment
- Further Council / Board discussion
- Give staff direction regarding preferred location of the transit hub
- If appropriate for the transit hub location, direct staff to bring back an Memorandum of Agreement (MOA) between the City/RCT Board for the use of public property

BACKGROUND

The City Council and the Redwood Coast Transit Authority had a joint meeting on December 6, 2023 to discuss the proposed locations of the transit hub of Front Street between H and I Street and the City owned lot at Front Street and K Street, the library parking lot. At that meeting, Council directed staff to meet with adjoining property owners to discuss the locations. The meeting was held on January 9, 2023 via Zoom and included Jeff Schwein of Green DOT Transportation Solutions, Redwood Coast Transit Manager Joe Rye, City Manager Eric Wier, and representatives from the Library, Wild Rivers Foundation, the Downtown Divas, and the National Parks. Although the stakeholders at the meeting were generally supportive of project there were concerns over the proposed location in regard to loss of parking as well as safety and transient activity.

RCTA has been developing a project to house a staffed presence at RCTA's main transit center, currently Front Street near the Cultural Center. The project has evaluated a spectrum of investments, from very modest improvements to the current location, to a similar stretch of curb space in the public right-of-way, to an off-street location that could host a permanent transit center building. The preferred vision has evolved to include an off-street location where RCTA can build a customer service center, restrooms for employees and the public, off-street bays for buses, seating for boarding and alighting passengers, real-time bus info, concessions, etc.

RCTA engaged Green Dot Transportation to evaluate locations in the Front Street/Downtown area that could be developed into an off-street transit center. In April 2022, the RCTA Board selected the City-owned parking lot on Front between H and I streets as its preferred site after considering 6+ locations near Front Street/Downtown. As RCTA proceeded into the entitlements process with the City, RCTA was asked to consider the Library Site once again before making any further investment into the project. The RCTA Board and City Council held a Special Joint Meeting on December 6th to select between the two City-owned parking lots.

DISCUSSION:

The first location (Front between H and I Streets) is about two blocks east of the second location, the City-owned lot at Front and K, known as the Library Site. The library site is located just diagonally northwest from RCTA's current stretch of curb that functions as a transit center, and directly across from the Cultural Center.

Either of the final two locations under consideration at the Special RCTA and City Council Meeting on December 6th 2022 could work nicely to host this transit hub facility. While there are pros and cons to both sites, RCTA is excited to pursue whichever site is chosen for the future transit center hub. The December Joint RCTA/City Council meeting did not choose the preferred site, but directed staff to further develop the options at each location and to initiate outreach with impacted businesses and entities at both locations.

Site Specific Strengths and Challenges

The Front between H and I site has few site-specific challenges, and is larger than anything that can be fit into the Library Site without negative impacts to other users of the parking lot (Library, various offices). This parking lot is less utilized at this time, and is closer to large apartment complexes (Surf, Crescent Arms) that could produce significant ridership increases should the transit hub be located much closer. The location a bit west towards the ocean may result in route time adjustments for most RCTA routes, which access US 101. Buses would enter and exit safely off of H or I Streets, and there is room for parking if required. There are existing public restrooms just across Front Street which would allow RCTA to being operations at this location prior to constructing the buildings.

The Library Site is closer to the heart of tourist action in the Cultural Center area, is closer to existing transit-attractions (grocery stores, fast food, drug store) and could be used without any schedule adjustments to existing RCTA routes (its right across the street from current location). This site also features convenient access to the Library and the transit hub could include space for commercial tour buses as well as provide mobility for users of the numerous EV charging infrastructure recently installed in this parking lot. The site is also directly across K Street from the Redwood State and National Parks Administration Office, a high volume tourist stop. The site is constrained and balancing existing parking for the businesses with RCTA transit center space requirements will be a challenge. There is an issue with homeless individuals and groups congregating in the area already, so the design will need to be done in close cooperation with law enforcement to avoid creating a nuisance. This is most likely the case with either site, but the current challenges seem more acute at the Library Site.

A site selection decision is advantageous today so that RCTA can submit a competitive grant applications this winter for TIRCP (Transit Intercity Rail Connection Projects), a joint application with regional transit partners in Humboldt County, as well as a Clean California grant in collaboration with the City. Final design and additional outreach can continue during the design effort, but having the site selected and an agreement in process for the site development will greatly strengthen grant applications. That said, if consensus on the site cannot be reached at

this point, RCTA and the City can wait, continue to evaluate other locations, bank funding for the project, and prepare to apply for future rounds of grant funding.

RCTA will work with the DNLTC and its regional partners to seek grant funding until enough funds are available to design and construct the ultimate project - a brick and mortar structure which will include a staffed ticket office (coffee kiosk sized building), employee restrooms/break room, and public restrooms that would be maintained by the City. With either site, it is possible that RCTA could construct the project in phases, starting with the bus bays and islands, while seeking the grant funding to add the kiosk and restroom building(s).

Next Steps

Project Funding Plan

The project promises to compete well for grant funding, and two grant efforts are already in progress: a joint application with City and RCTA for Clean California Grant Funds, and a regional application with North State Super Region partner transit agencies for TIRCP grant funding.

RCTA has engaged Green Dot and Adkins Engineering to develop the design and permitting needed to build (at least) Phase 1 as soon as 2023. Design work was paused in November to allow for the site selection process to involve RCTA and City Council. Once a site is selected, design will re-commence concurrent with the development of a Letter of Agreement between City and RCTA, project entitlements, and design.

A first step next will be to finalize the MOU (or similar agreement) between the City and RCTA for the chosen site. City has offered to draft the MOU, which will need to be approved by both policy boards so that design work can move forward. This MOU will give both parties the certainty about roles and responsibilities of the development so that RCTA can feel secure investing design funds into the site. Design on the chosen site will re-start after the MOU is approved, allowing RCTA to obtain the required planning entitlements and complete construction plans sometime in 2023 / 2024.

ATTACHMENTS

1. Transit Hub Relocation Location Study / Report (GreenDOT Transportation Solutions)
2. Location Concept Designs

TRANSIT HUB RELOCATION

Redwood Coast Transit

-2022 / 2023-





Redwood Coast Transit Authority

Redwood Coast Transit Authority (RCTA) operates in Del Norte County which has a population of about 27,470. Crescent City, California is the only incorporated city in the county and holds 80% of the county's population (22,808) according to the 2017 U.S. Census. From January 2019 to January 2020, the county's population declined 0.05% while Crescent City's population declined by 5.0%. Certain demographics, such as older adults or those with low incomes, are more likely to be transit dependent for some or all of their trips. Del Norte County has a high proportion of older adults and is twice as likely to have people with a disability, when compared to the statewide average. An onboard survey collected by RCTA in 2017 indicated that 72% of RCT passengers had an average annual household income of \$20,000 or less.

Key Ridership Statistics:

11.90	5.19
<u>FY 2018/2019</u>	<u>FY 2020/2021</u>

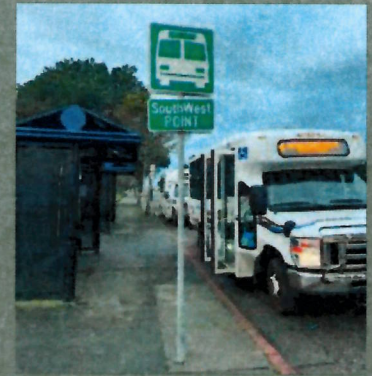
Passengers per Revenue Hour -
Crescent City Locals Combined

Passengers per Revenue Hour -
Crescent City Locals Combined

Interviews with passengers, stakeholders, and Board members in 2017 revealed that RCT provides lifeline transportation services for those with no personal vehicle or driver's license. Passengers acknowledged that they are able to conduct their daily lives utilizing Redwood Coast Transit. Yet with cuts in budget and therefore services, ridership has declined. Since the COVID-19 pandemic, regional ridership has recovered even slower than local ridership around Crescent City. Marketing of transit services among high potential riders and improving transit facilities is critical to attract new riders to both maintain and expand ridership.

The Redwood Coast Transit system operates four local fixed routes in Crescent City. RCT also operates two regional flex routes along Route 20 and Route 199. It is the lone provider of public transit services in extreme Humboldt County, providing service to Orrick, Trinidad, and both Redwood National and State Parks. Providing high level intercity and regional routes with a naturally lower regional ridership requires a higher subsidy. All routes start and end at the Transit Center at 1001 Front Street in Crescent City which primarily serves as the Cultural Center.

Key Destinations in the Crescent City area include many vital services including: Sutter Coast Hospital, Safeway, the County Administrative Center, as well as the Middle School and High School. Redwood Coast Transit is a critical service that provides access to jobs, training, medical and social services



Transit Hub Feasibility Study

The Redwood Coast Transit Hub Feasibility Study is a planning effort focused on addressing security concerns and customer service enhancements of RCTA transit and transit passengers. Determining a new location for the Public Transit Hub with the requested amenities is a main goal of the Study. Improving the perception of safety and security at the Transit Center as well as increasing accessibility and information are of utmost importance.

The Study set out to identify and evaluate locations that could be leased for office space and locations that could host permanent improvements to support daily parking of a mobile kiosk.

Potential Enhancements

- Improved Signage
- Availability of Information
- Operations Office
- Ticket Kiosk
- Shelters
- Restrooms



Existing Transit Hub

Crescent City has an existing RCTA transit hub located along the southern portion of Front Street between K and L streets at 101 Front Street. Amenities include only two bus shelters with benches and minimal signage. There is also a lack of easily accessible restrooms for transit operators and passengers. It is located near other amenities such as Del Norte Library District and Beachfront Park and serves as the City's Cultural Center. The community has a perception of the current Transit Center as "unsavory" due to safety concerns from the surrounding homeless population and intoxicated passersby. Crescent City has unfunded street scape plans to improve access to the Cultural Center bus stop and adjacent park. However, RCTA staff have noted concerns that the current design plans for the area do not address the need for westward exit and infrastructure for daily human presence, such as a ticket sale/info.



Parking lot at K and Front Streets



Parking lot at Front Street between H and I Streets

Proposed Locations

Two sites were selected as a potential new location for the city's transit hub based on the centrality of the sites and accessibility of the surrounding community. Both sites can address current RCT needs as well as the possibility to expand and serve charter and excursion buses in the future.

K and Front Streets

The 1.75-acre parking lot site at K and Front Street presents an opportunity to connect many nearby services. The Crescent City Library and Redwoods National and State Parks Information Center are both within a short distance of the proposed site. It would also be across the street from the Cultural Center and the Coastal Trail and the future, planned Discovery Center. Furthermore, selecting this site would enable the National Parks Service to utilize the transit hub for shuttling patrons to their priority destinations, therefore reducing visitor VMT. There is ample space within this site to improve amenities by including a kiosk to hold ticketing operations and restrooms.

H and I Streets

The 0.90 acre parking lot site between H and I Street is located adjacent to the Surf Apartments complex and nearby Crescent Arms Apartments complex. This presents the opportunity to increase ridership from the multi-family housing units and connect more people to key destinations using transit. The Crescent City Postal Office is located near the site as well.

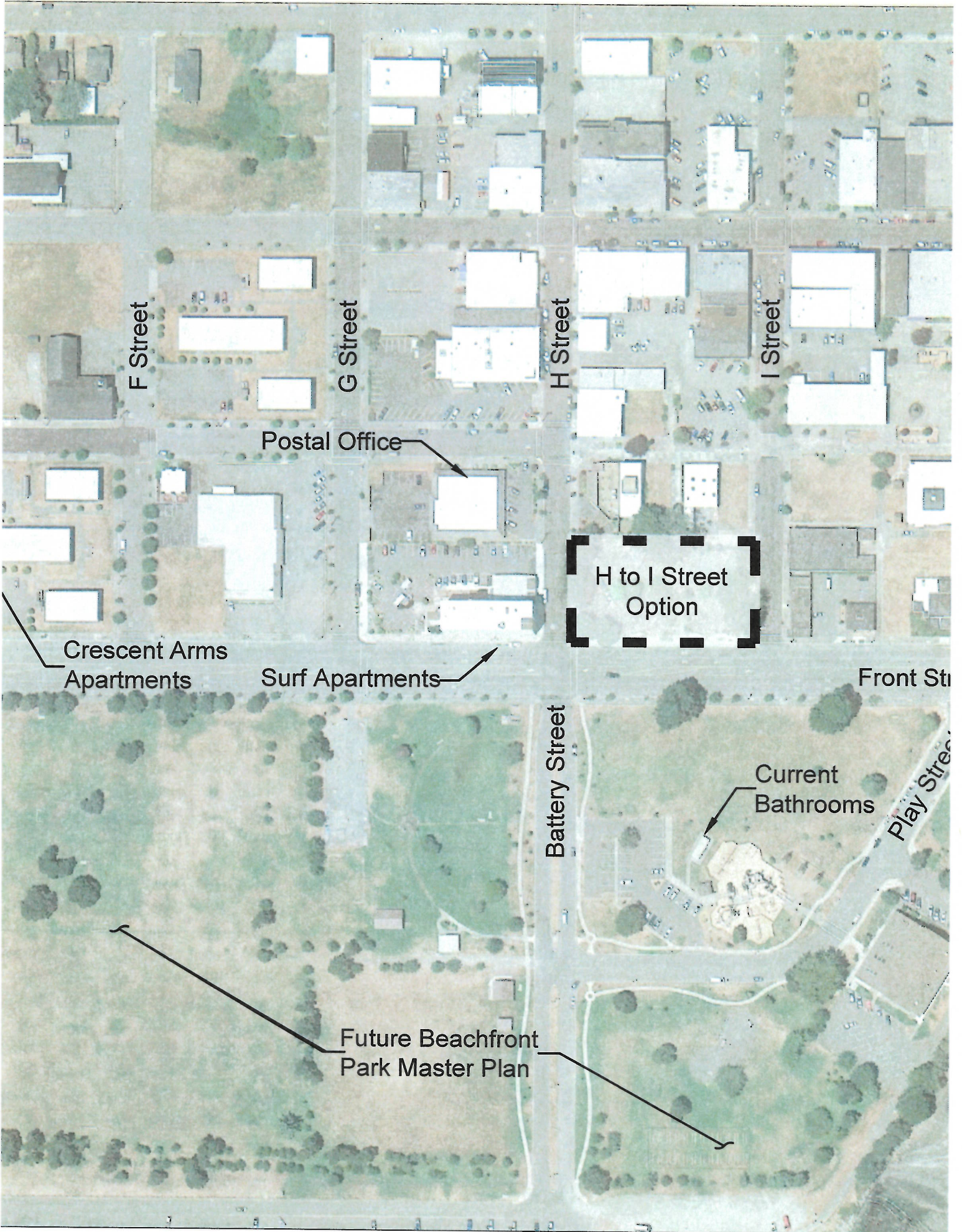
Site Design Options

The following document outlines conceptual designs for the proposed Transit Hub locations. There are a variety of options for infrastructure such as a mobile (food truck) style or more permanent (coffee hut) style.



Transit Hub Kiosk Example

Site Location Map



F Street

G Street

H Street

I Street

Postal Office

Crescent Arms
Apartments

Surf Apartments

H to I Street
Option

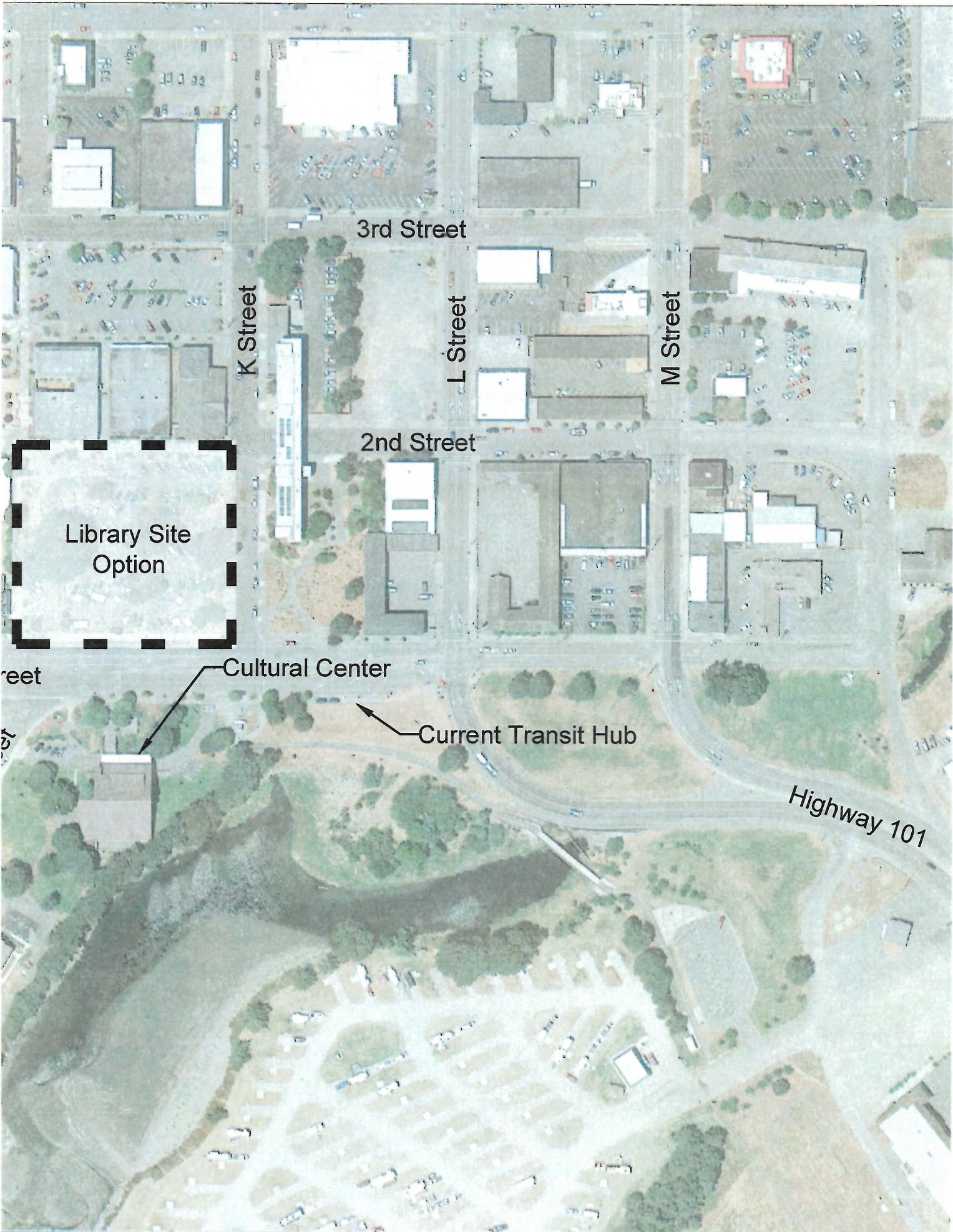
Front Street

Battery Street

Current
Bathrooms

Play Street

Future Beachfront
Park Master Plan



3rd Street

K Street

L Street

M Street

2nd Street

Library Site
Option

Street

Street

Cultural Center

Current Transit Hub

Highway 101

I to H Street Designs

I to H Street Designs

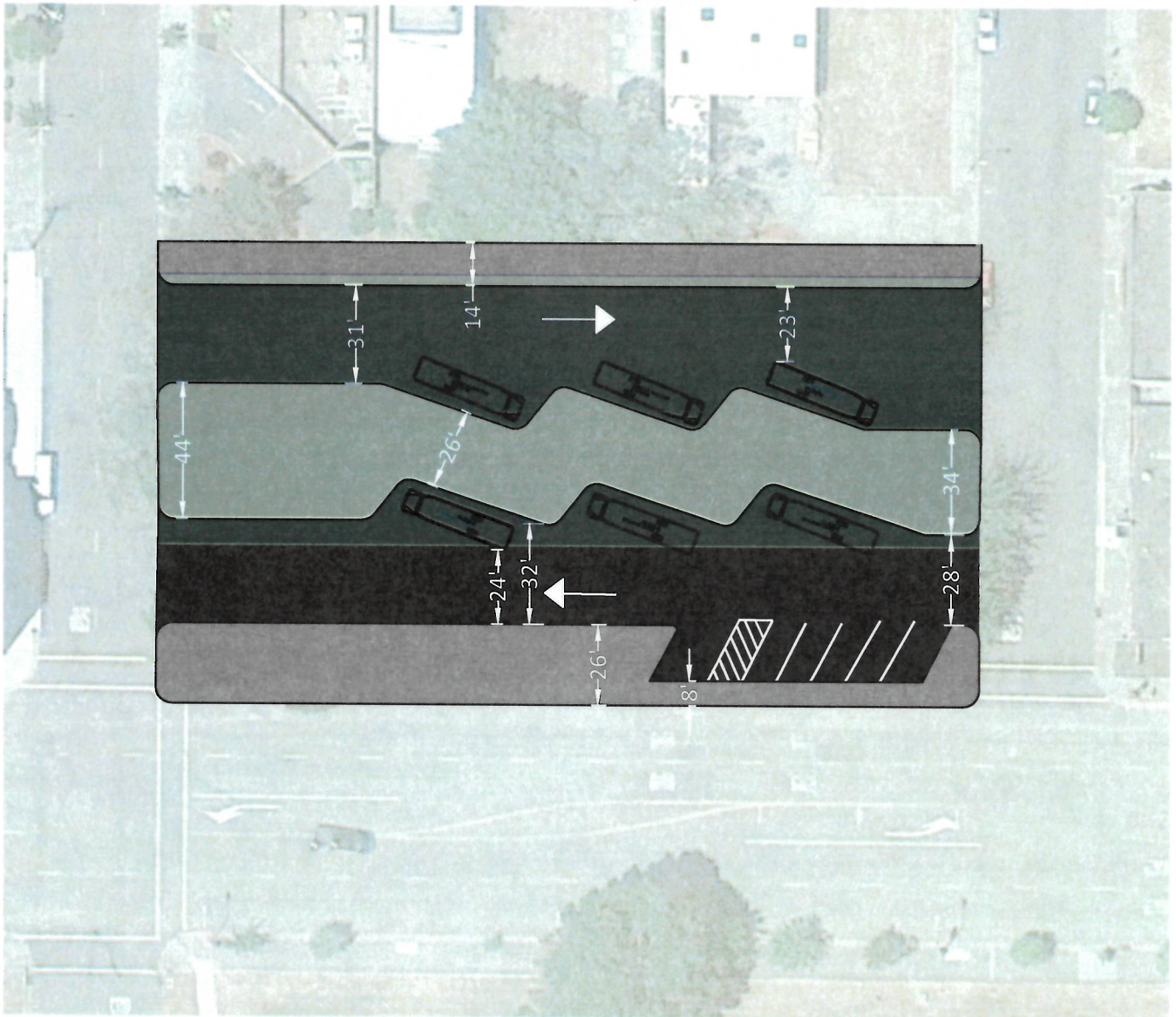
The parking lot bound by H Street and I Street is currently underutilized, as it only serves the Gallery of Arts & Culture. This plan proposes to convert the entire parking lot into the Transit Hub. This would allow for ample right of way for buses to pull in and out of the lot, and increased space for greenery and amenities. There would also be no mixing of traffic within the Transit Hub, reducing potential minor collisions and improving safety. This location would also potentially increase the ridership of the Transit Hub due to its adjacency to the Surf Apartments and Crescent Arms Apartments.

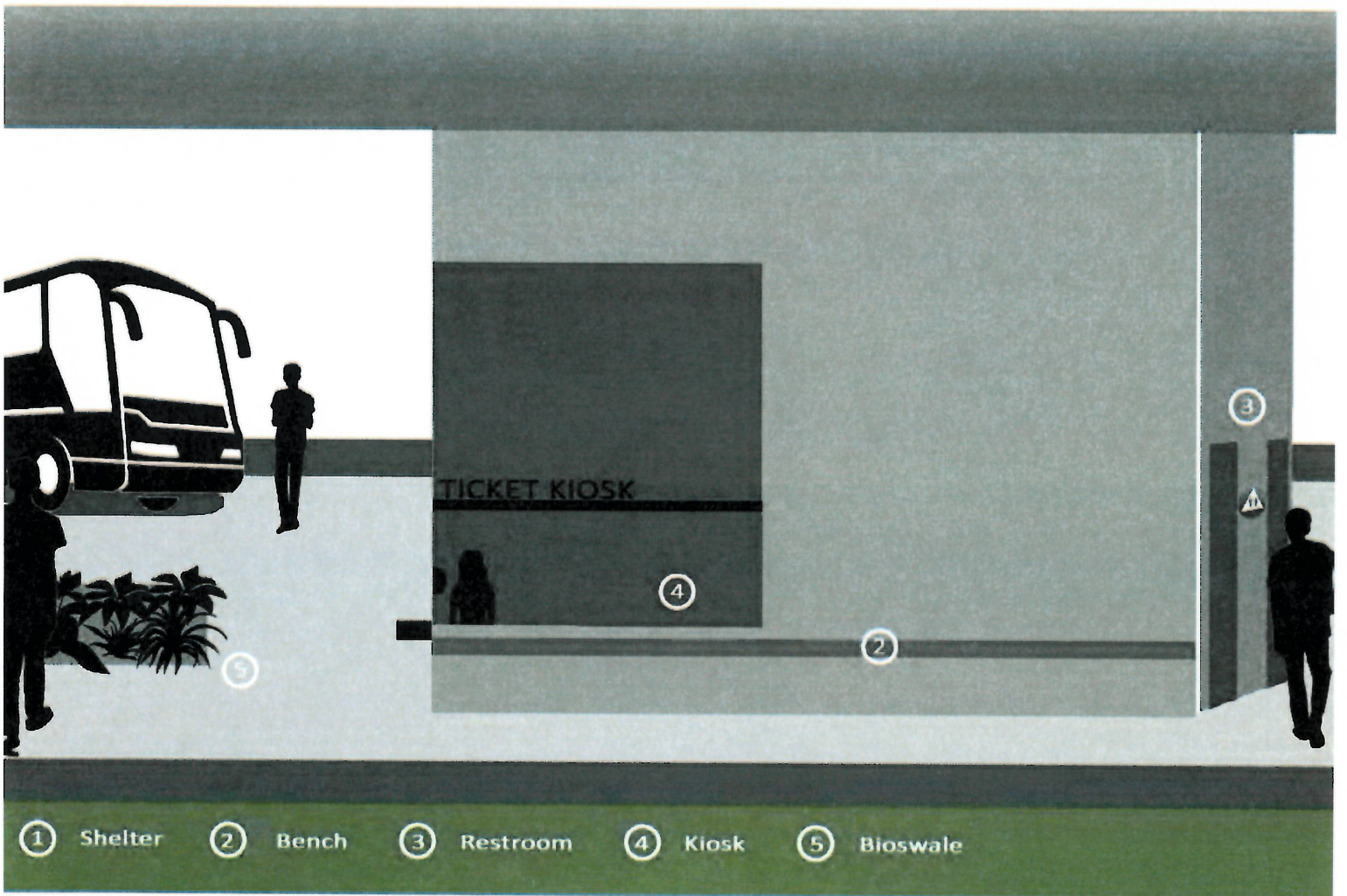
However, this location is slightly farther from the destinations surrounding the Library Site. The H to I site is a 2 block walk away from the Cultural Center, County Visitor Center, grocery stores, fast food establishments, and the public library. Therefore, although this site would be a substantial improvement upon the current Transit Hub, it would not provide the exact same cohesiveness as the proposed Library Site. Additionally, its distance from the current Transit Hub would require Redwood Coast Transit to slightly adjust its bus routes.

Preliminary Design

I Street to H Street Option 1

H to I Concept 1





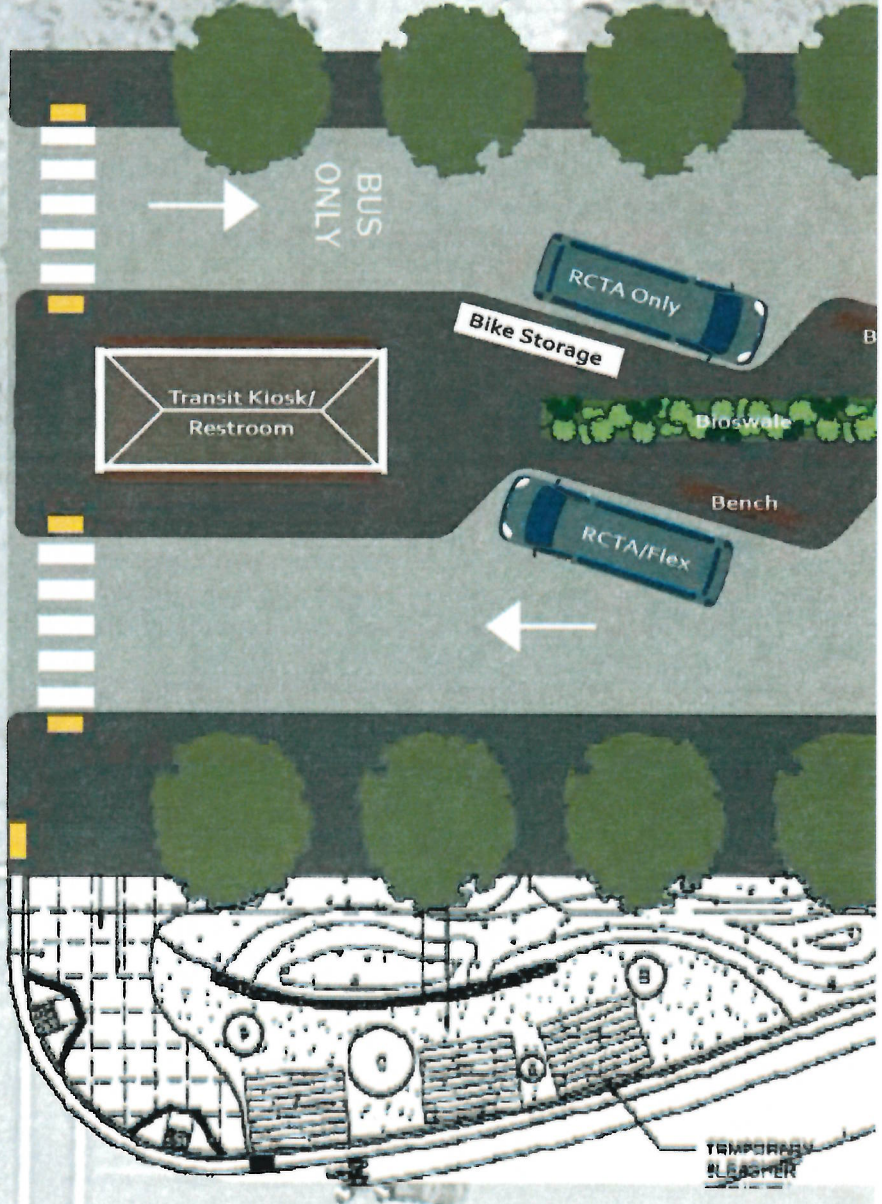
- ① Shelter
- ② Bench
- ③ Restroom
- ④ Kiosk
- ⑤ Bioswale

Gallery of Arts & Culture

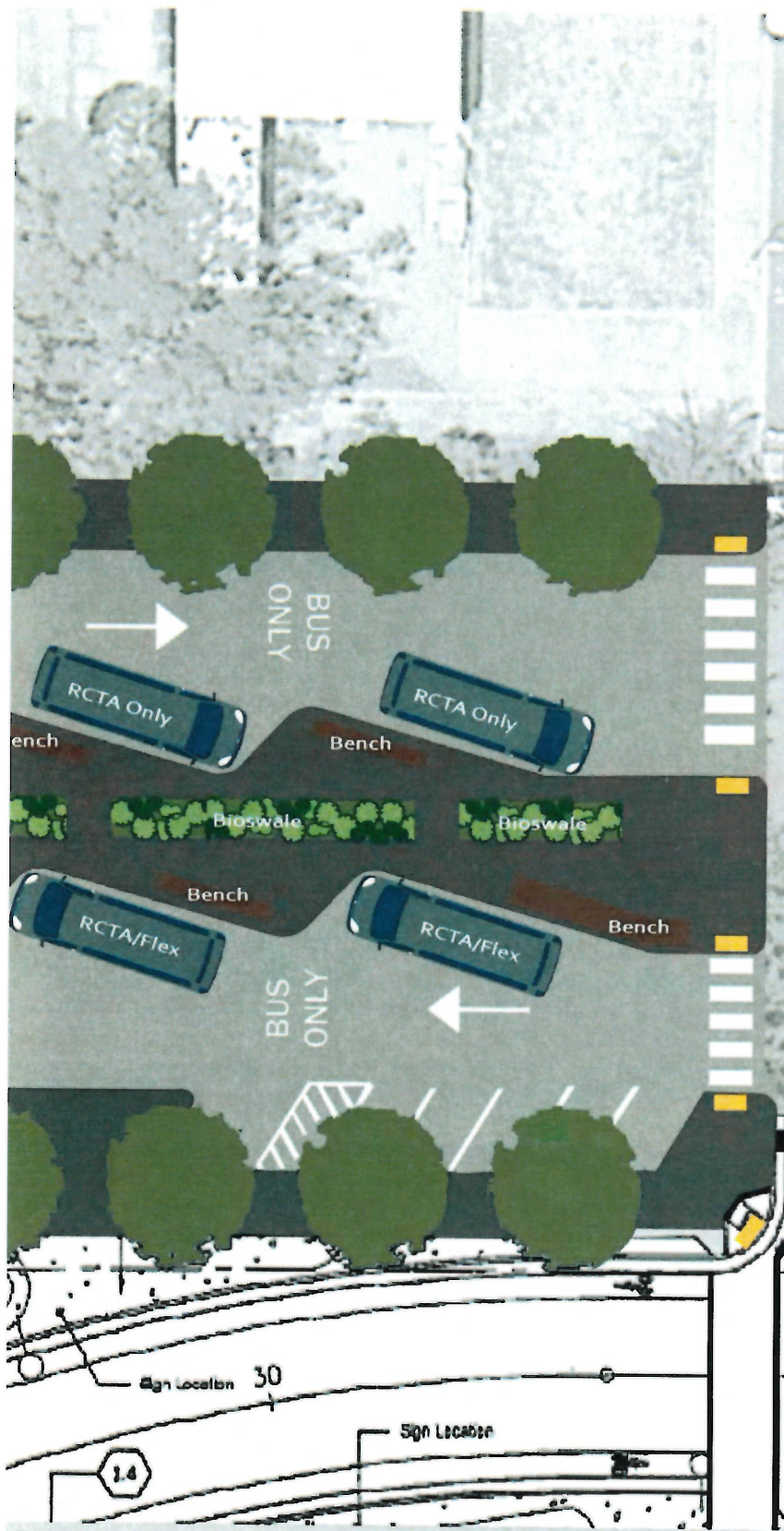
Martie's Hair Salon

Surf Apartments

H STREET



FRONT ST



I STREET

**Del Norte
Association for
Developments**

STREET

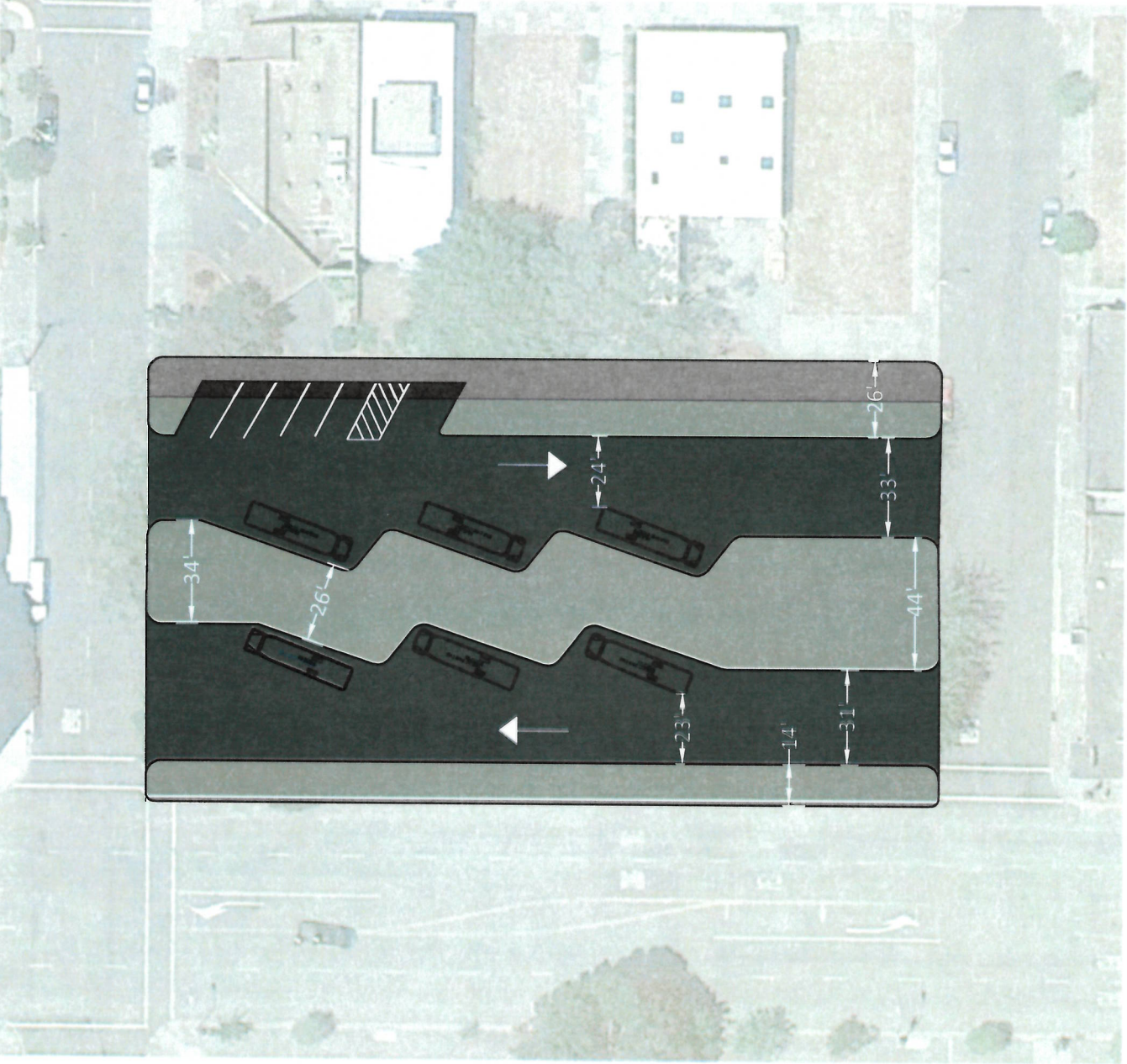
, 2023

I Street Option 1

Option 2 for H to I Street site plan provides a different employee parking configuration for consideration by Redwood Coast Transit. Currently, RCTA requires three bus spaces for its routes to the Transit Hub, and three additional spaces for future expansion, tour buses, and excursion buses. This alternative allows RCTA to determine the best configuration of bus and employee parking, so there is minimal conflicts. This alternative would widen the hard scape in front of the buildings, but shrinks the width of the sidewalk adjacent to Front Street, while maintaining the size of the main median hub and the bus's right of way.

Preliminary Design

I Street to H Street Option 2

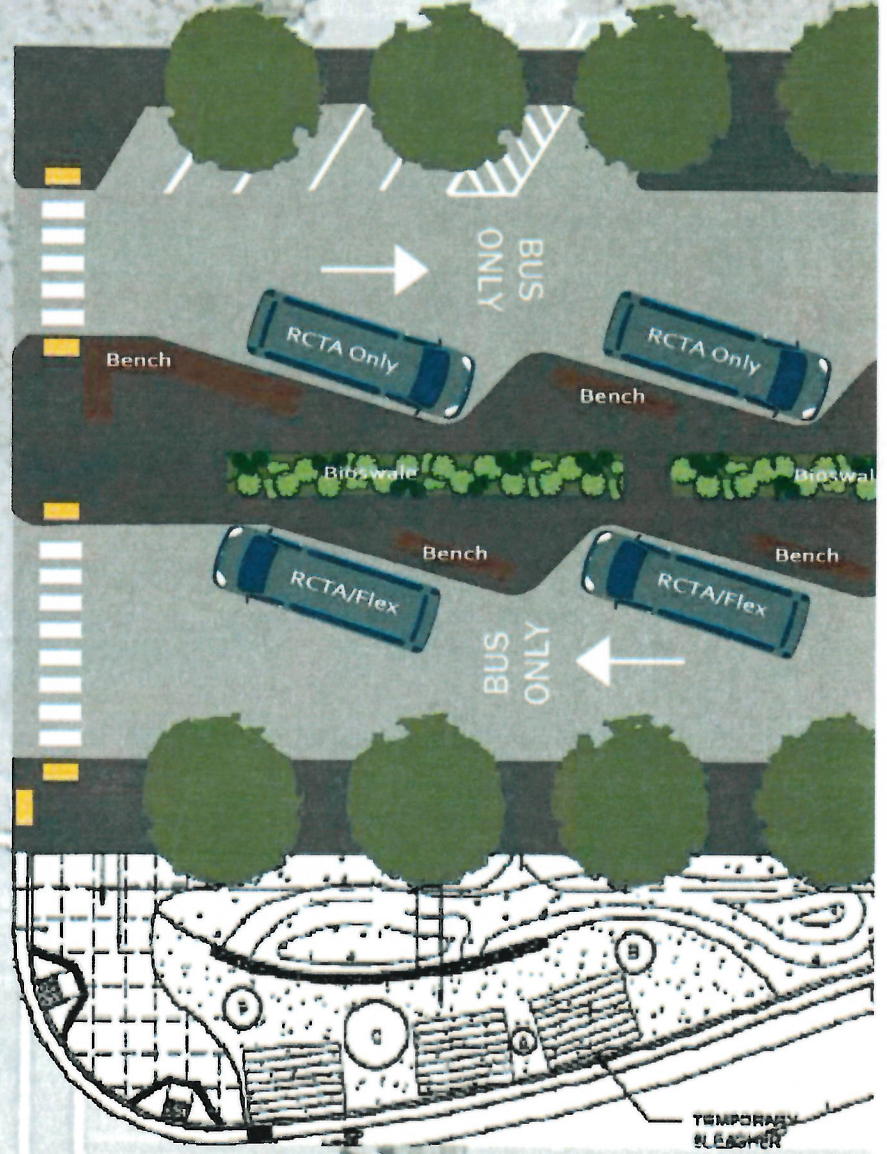


Gallery of Arts & Culture

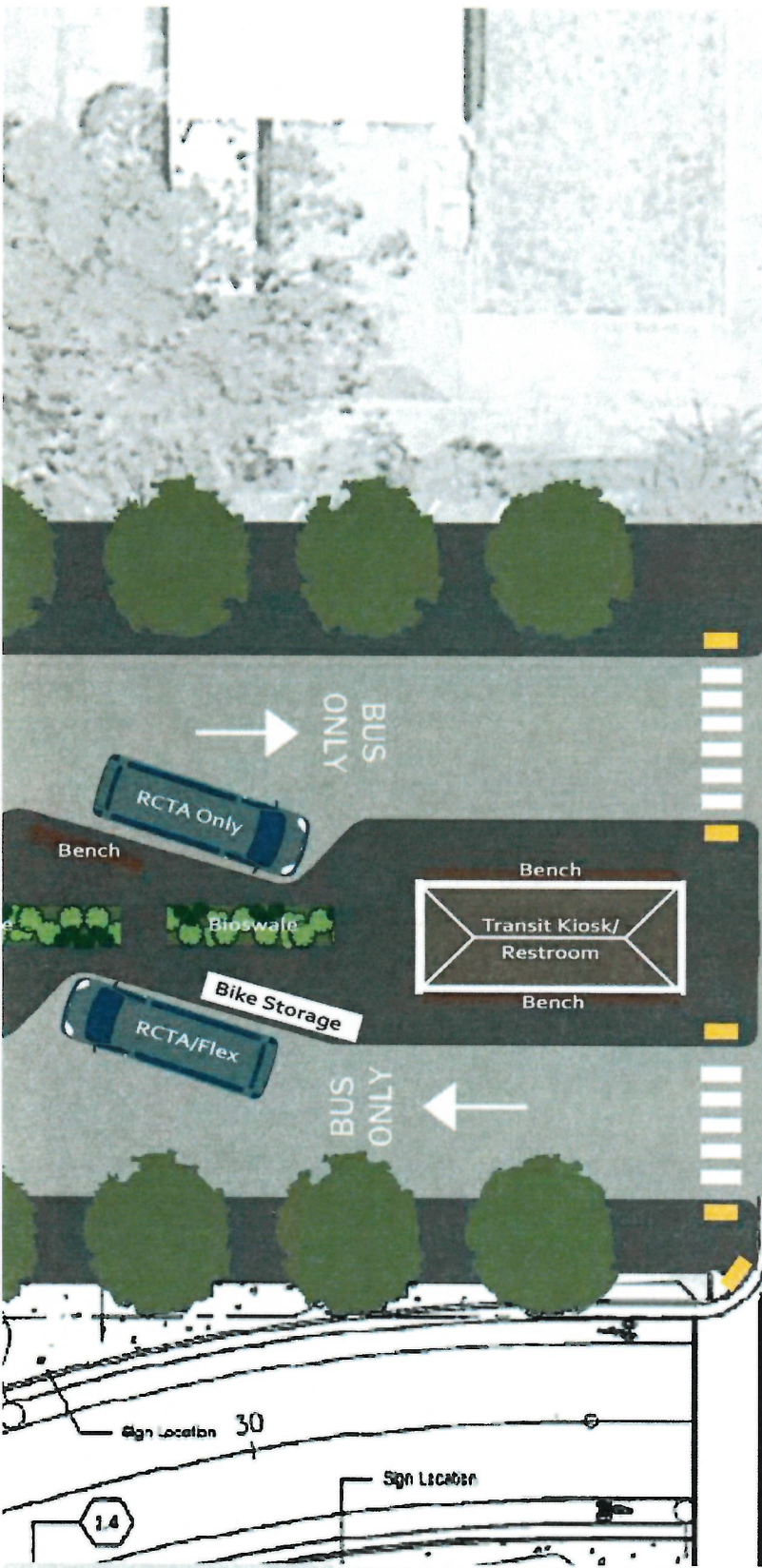
Martie's Hair Salon

Surf Apartments

H STREET



FRONT ST



I STREET

**Del Norte
Association for
Developments**

TREET

Option 3 provides ample employee parking for use by Redwood Coast Transit bus operators. Some of these spaces could also potentially be made into handicap accessible spaces, to increase accessibility to the Transit Hub and the Gallery of Arts & Culture. Both the hard scape in front of the buildings and the sidewalk adjacent to Front Street are made wider than alternatives 1 and 2, while the drive aisles for the buses have been reduced by roughly 5 feet.

Preliminary Design

I Street to H Street Option 3

H to I Concept 3

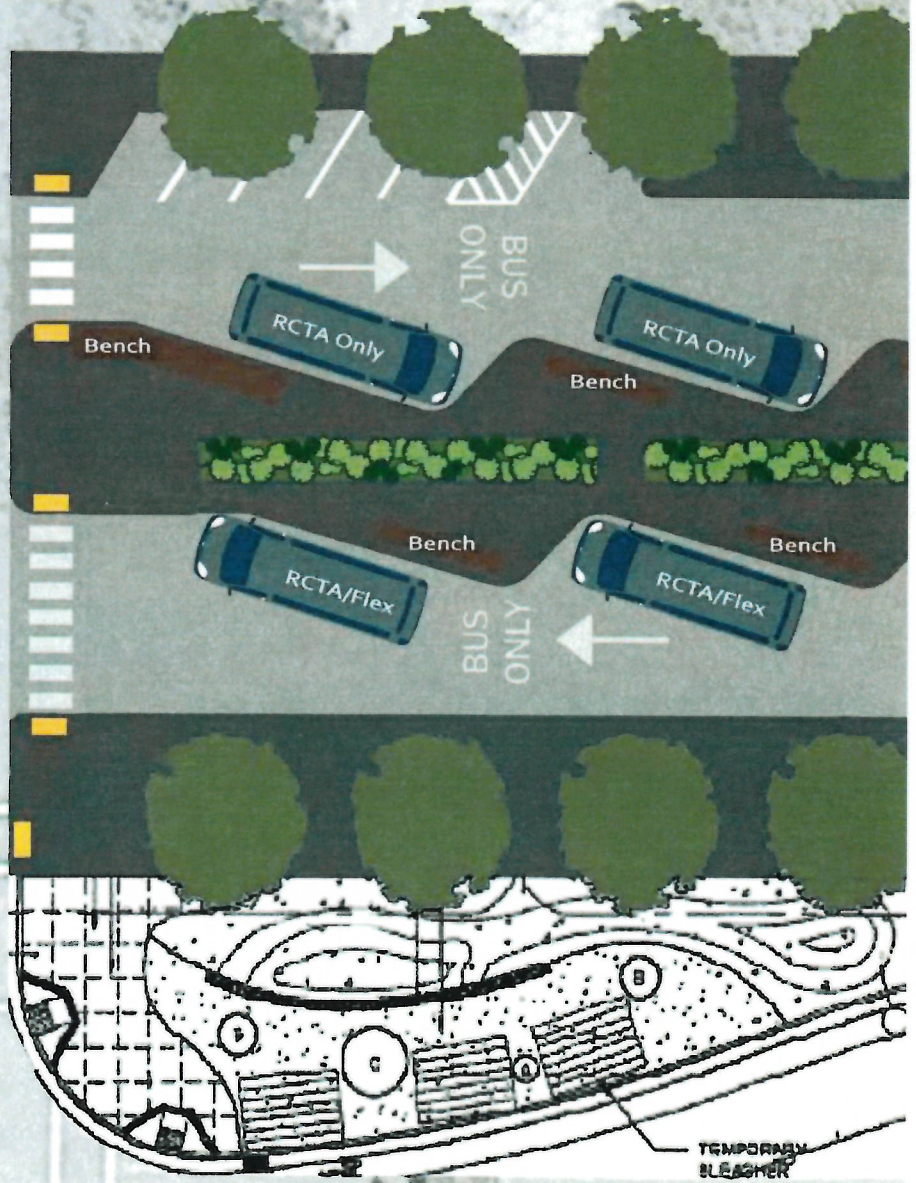


Gallery of Arts & Culture

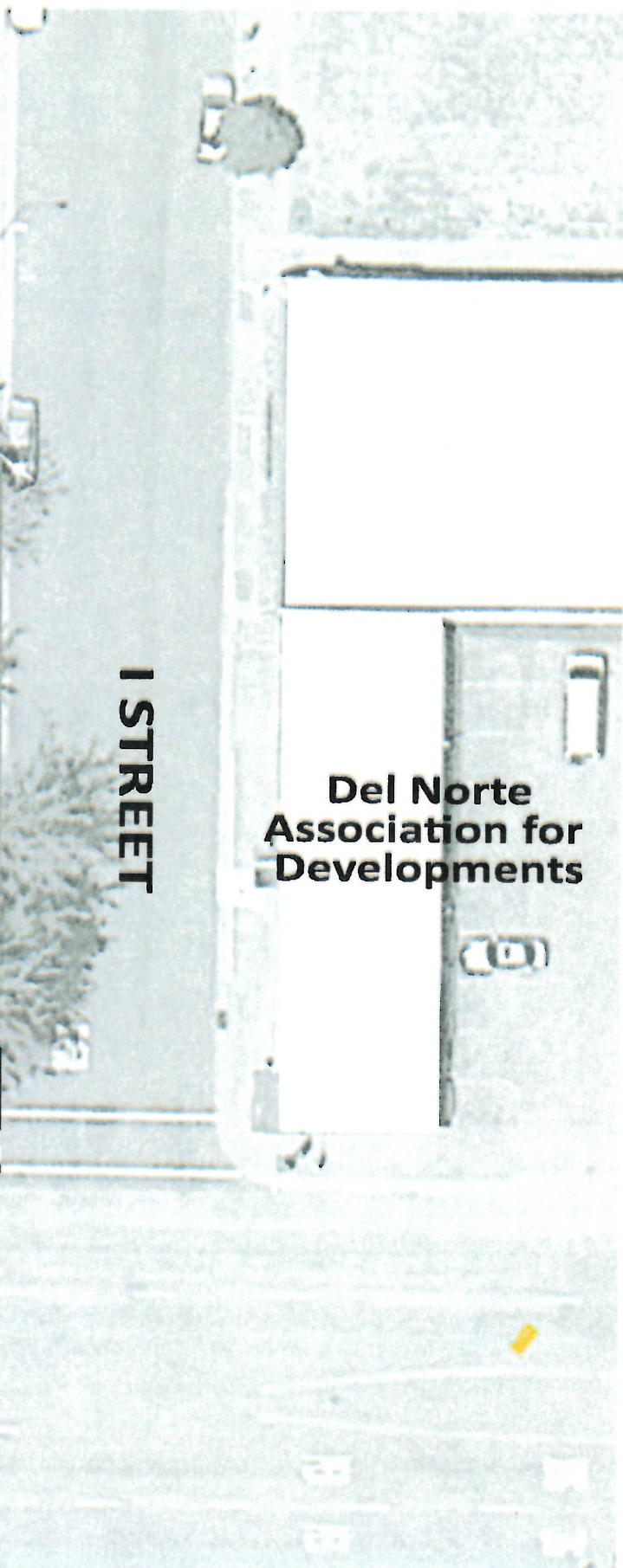
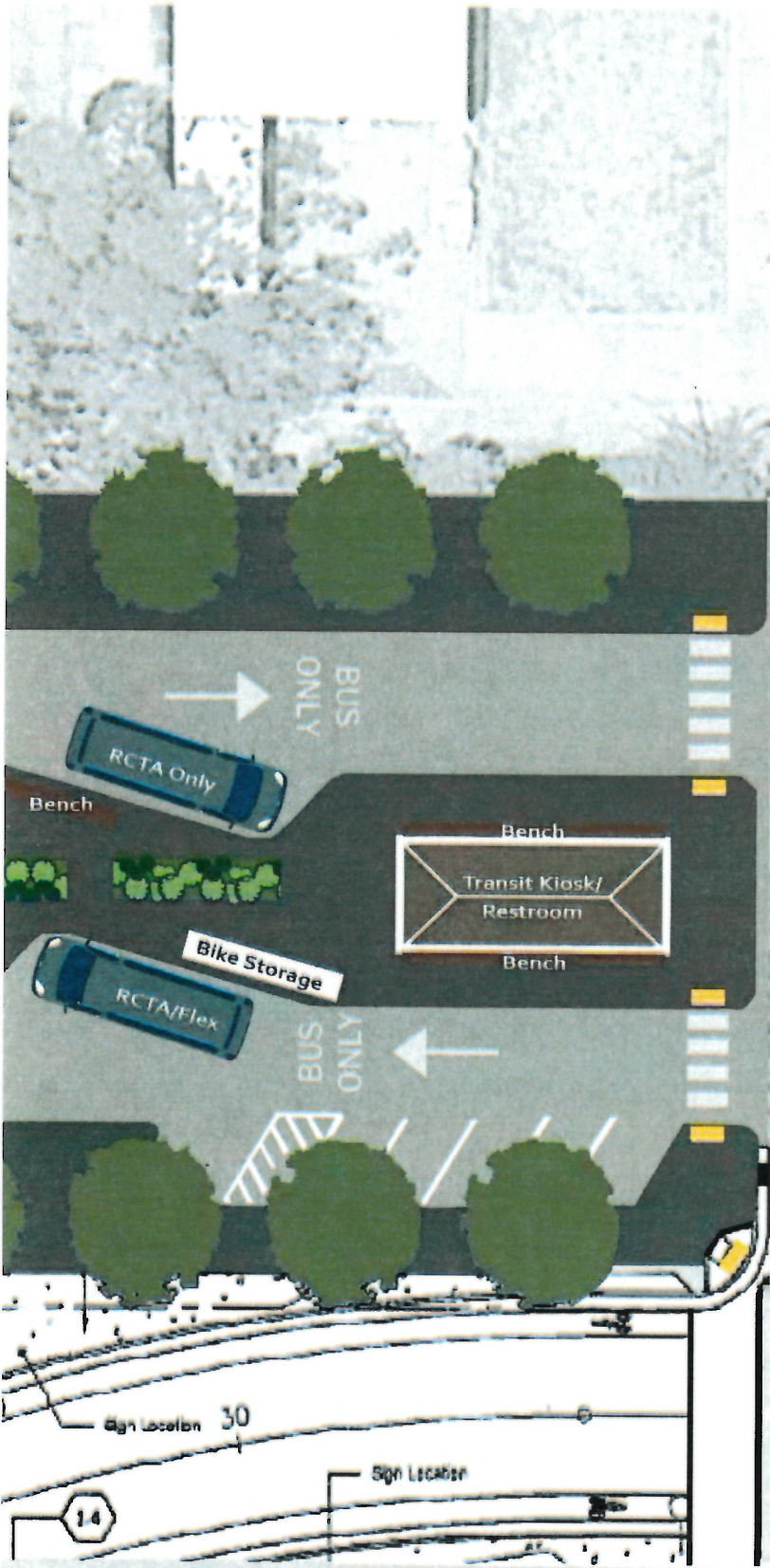
Martie's Hair Salon

Surf Apartments

H STREET



FRONT ST



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Developments**

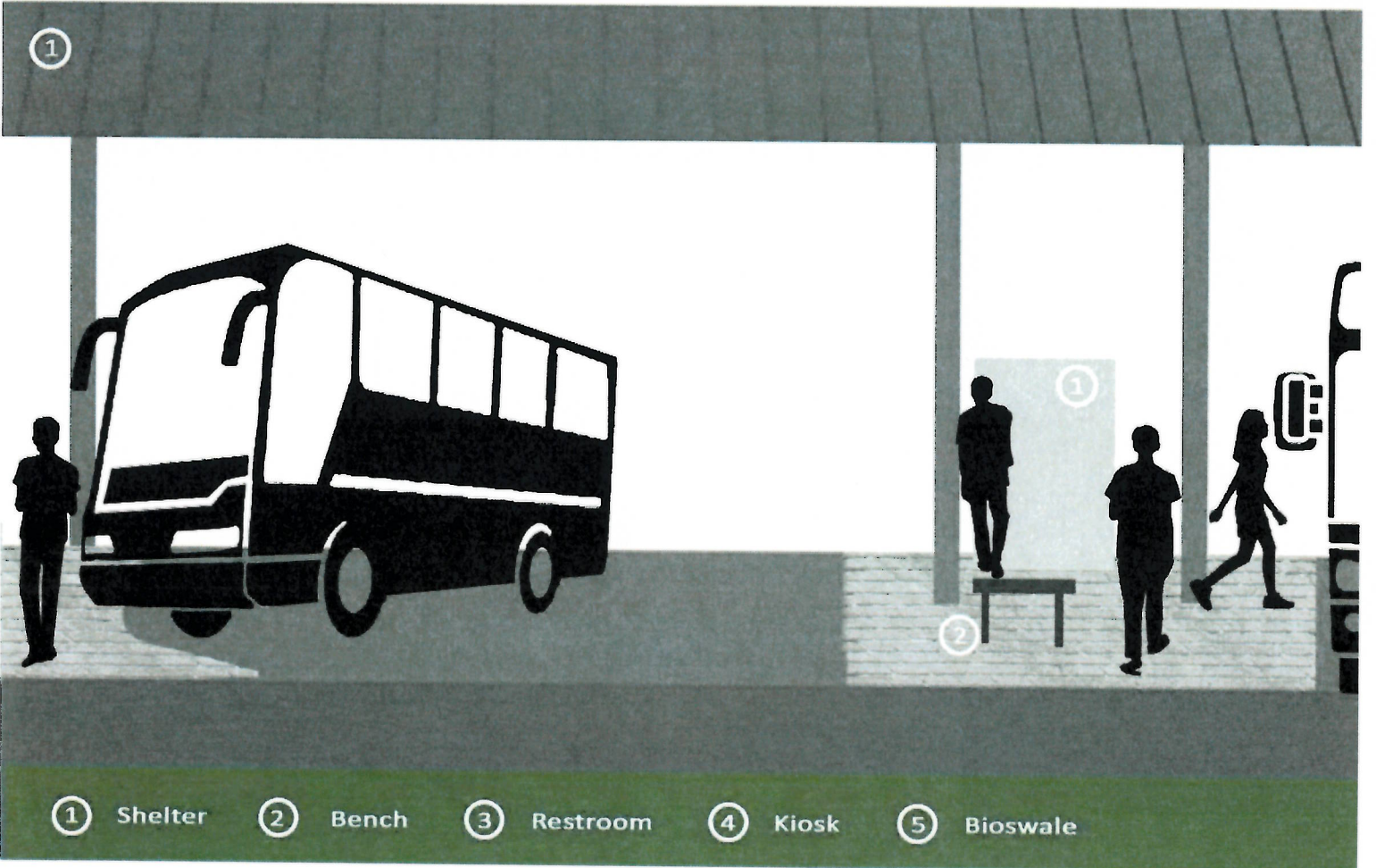
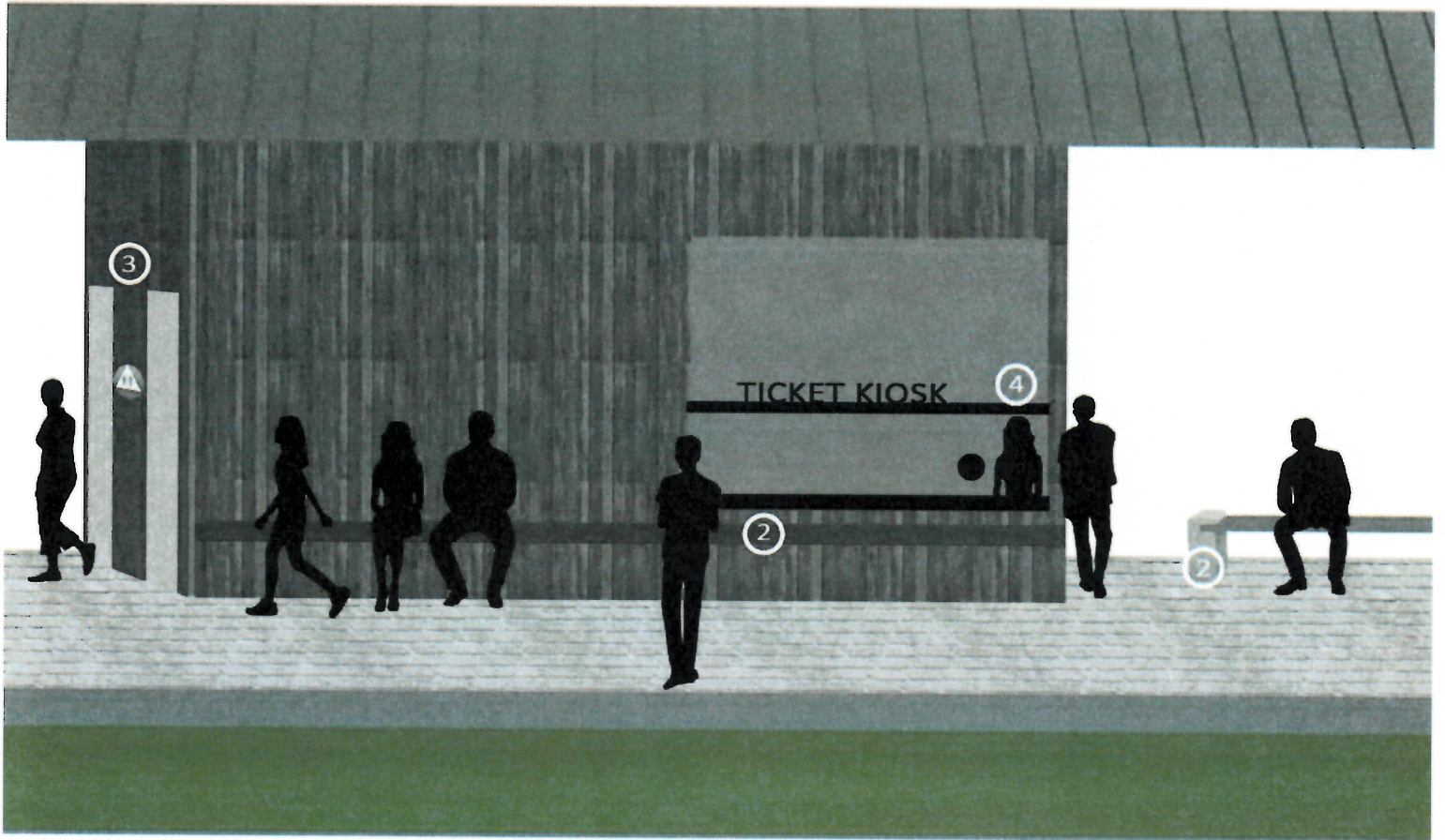
I STREET

STREET

Library Site Design

The Library Site would convert a portion of a busy lot in the heart of Crescent City into a cohesive destination and hub for all forms of transportation. This site option is adjacent to the Cultural Center, County Visitor Center, grocery stores, fast food establishments, the public library, and existing electric vehicle chargers. This not only makes the site an attractive destination for transit riders, but also provides for a very strong narrative for grant applications in the near future. Additionally, Redwood Coast Transit would not need to adjust any routes due to the Library Site's proximity to the current Transit Hub location.

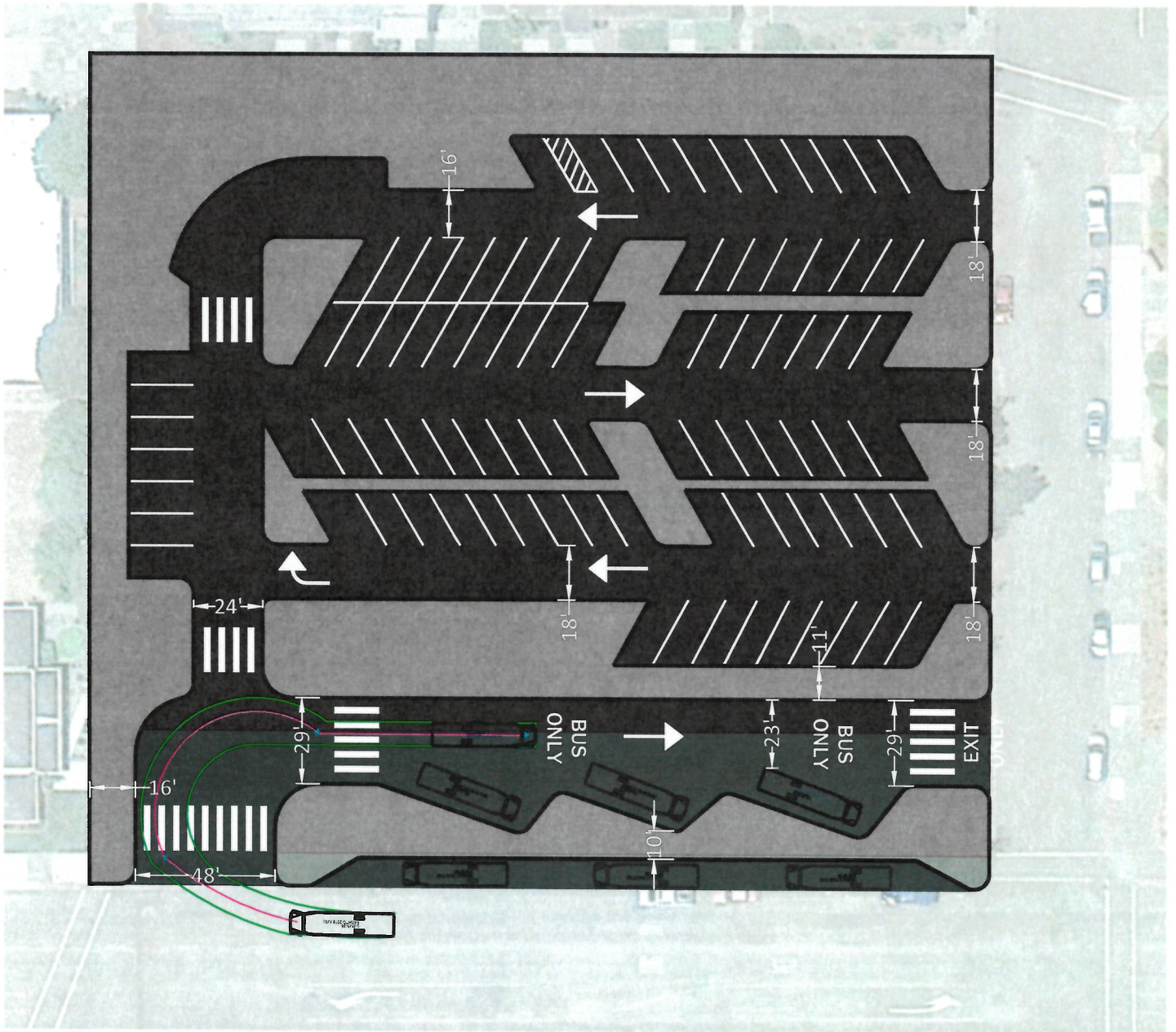
However, this parking lot is currently well utilized and busy. Although there will be additional parking added during the Front Street Reconstruction, The Library Site Transit Hub would remove 56 of the existing 131 total parking spaces, leaving 75 parking spaces. There are many businesses which utilize this parking lot, and customers driving to these destinations may have to park across the street. Additionally, the Farmer's Market currently occupies the southerly aisle of the parking lot and would have to relocate if this lot was converted into the Transit Hub.



- ① Shelter
- ② Bench
- ③ Restroom
- ④ Kiosk
- ⑤ Bioswale

Preliminary Design

Library Design Option 1



St
Hai

**Del Norte
Library District**

**Wild Rivers
Community
Foundation**

Bike
Storage

Bench

Transit Kiosk/
Restroom

BUS
ONLY

RCTA Only

Bench

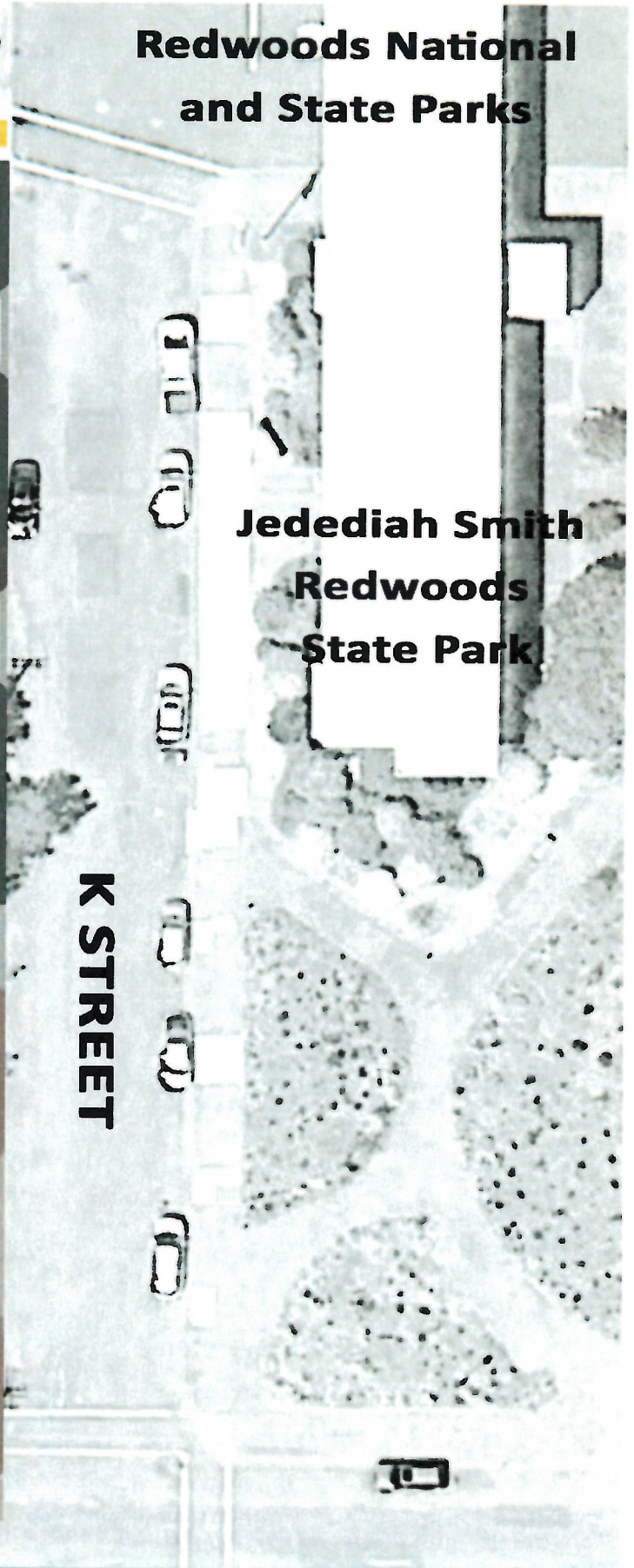
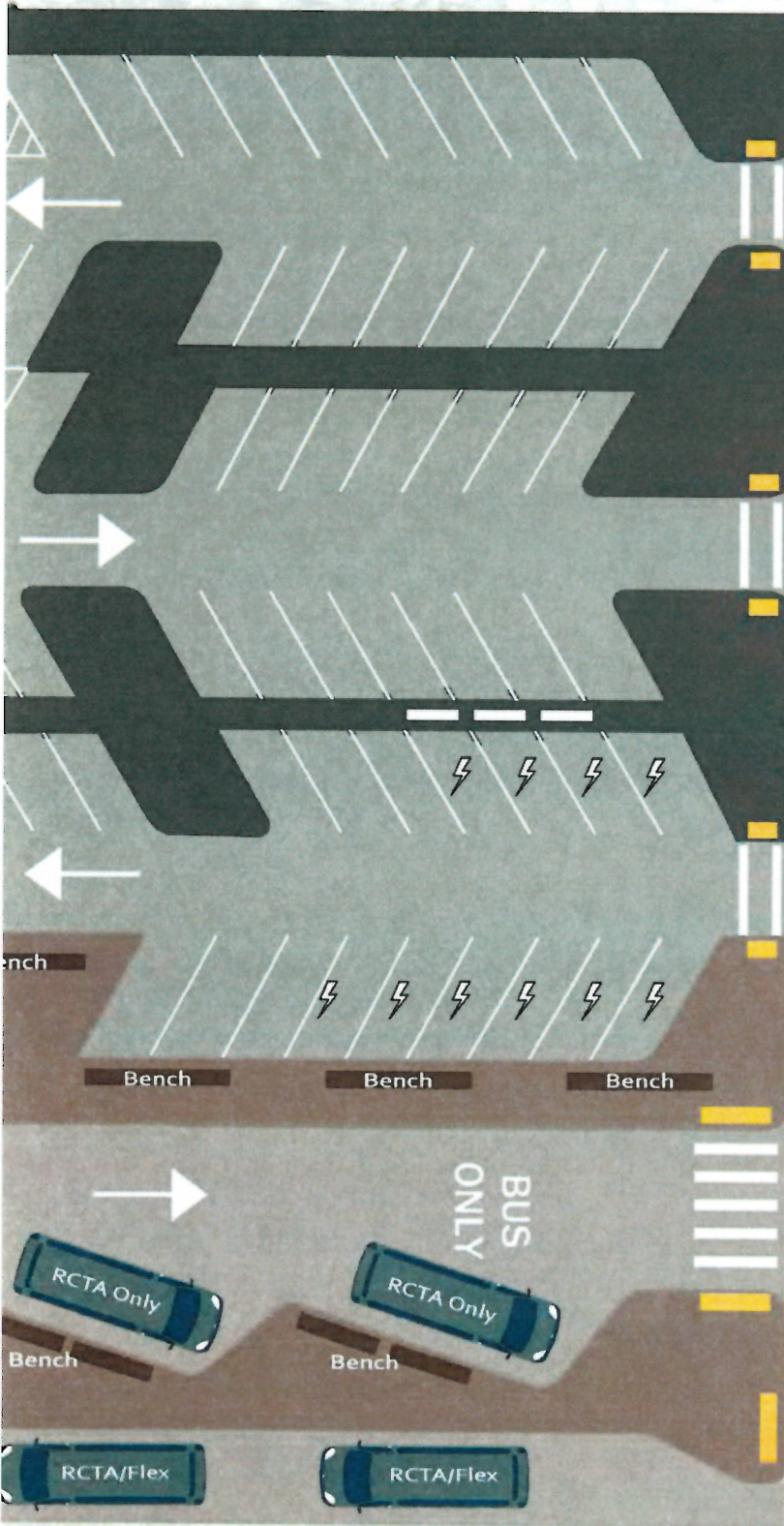
RCTA/Flex

FRON

Audio 21
by Julie

Del Norte
Child Care Council

Redwoods National
and State Parks



IT STREET

Connect with Us

627 Broadway Suite 220,
Chico, CA 95928

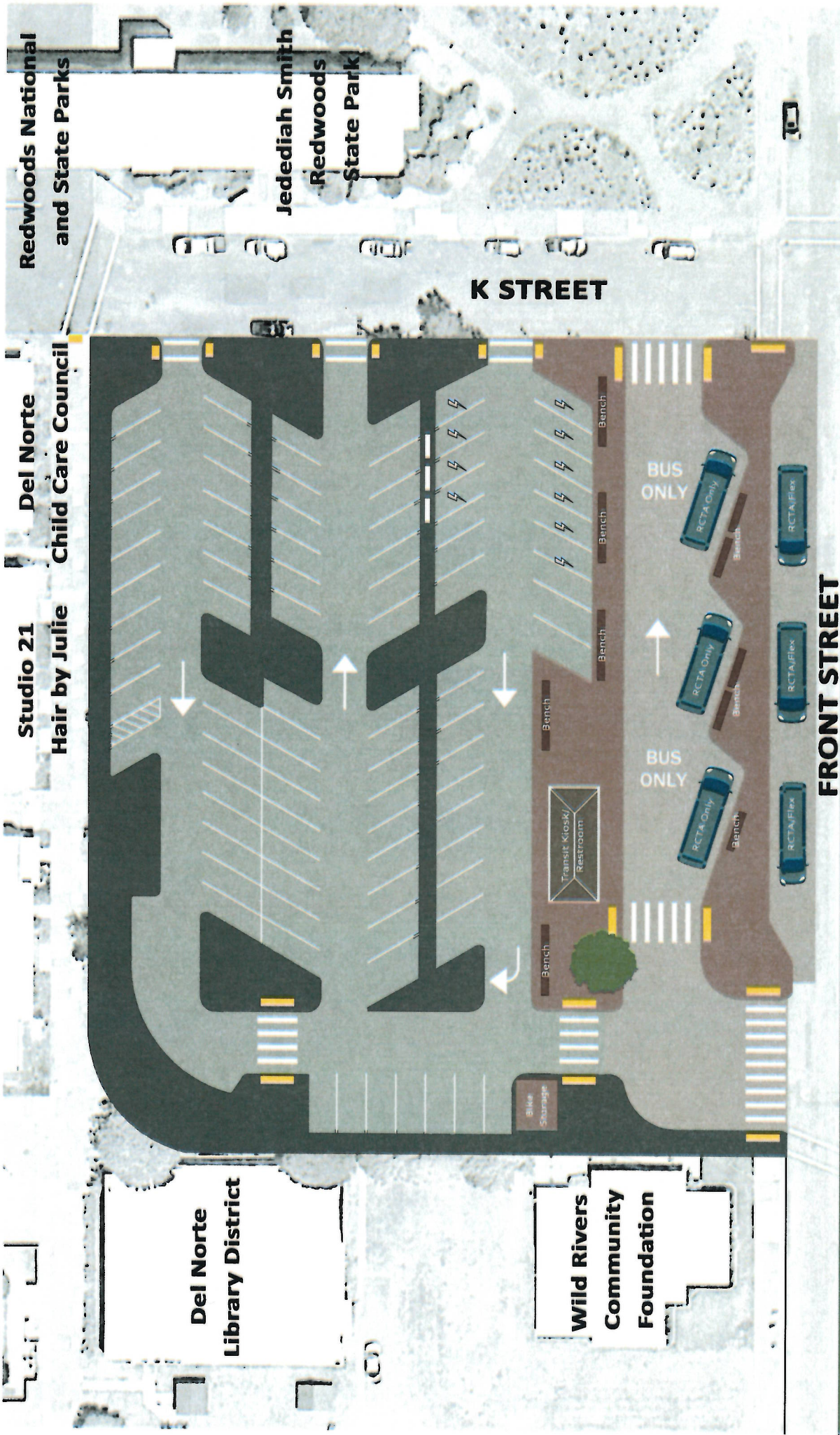
Work: 530-895-1109

Mobile: 530-781-2499

<https://greendottransportation.com/>

jeff@greendottransportation.com





Studio 21

Hair by Julie

Del Norte

Child Care Council

Redwoods National and State Parks

Jedediah Smith Redwoods State Park

Del Norte Library District

Wild Rivers Community Foundation

K STREET

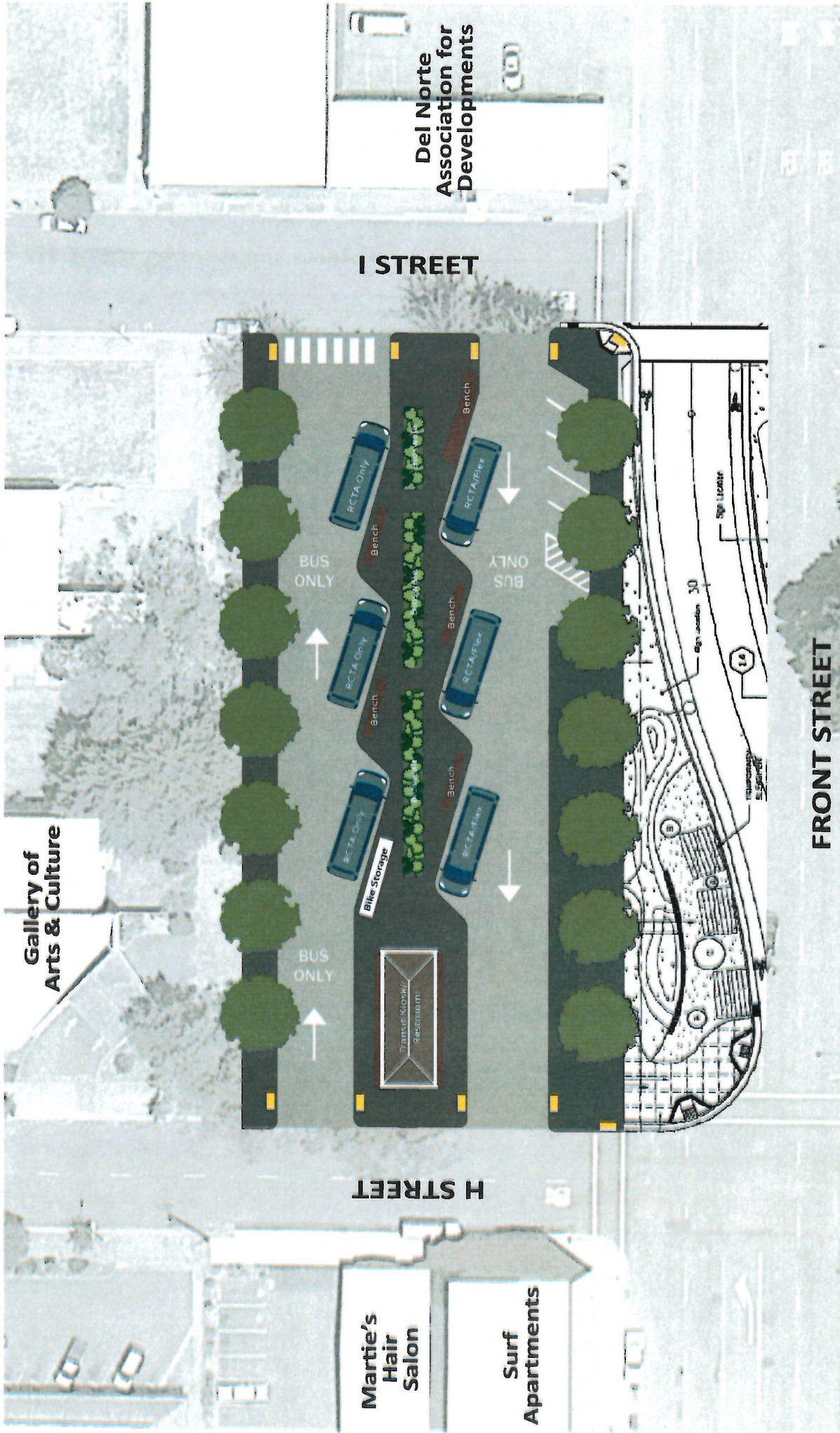
FRONT STREET

Redwood Coast Transit

Concept Designs

January 17, 2023

Library Option 1



Gallery of Arts & Culture

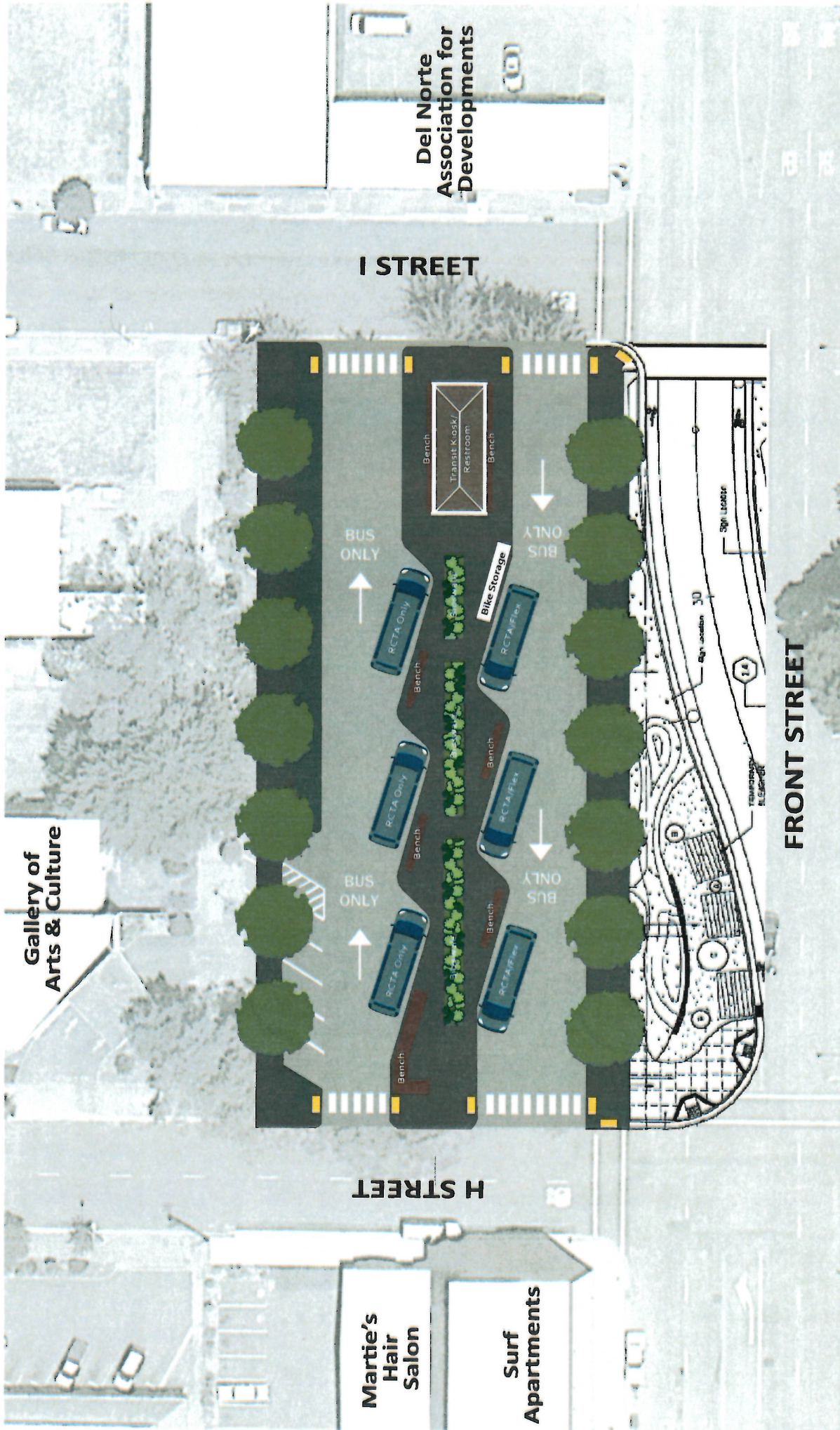
H STREET

I STREET

Del Norte Association for Developments

Martie's Hair Salon
Surf Apartments

FRONT STREET



Gallery of Arts & Culture

H STREET

I STREET

FRONT STREET

Martie's Hair Salon

Surf Apartments

Del Norte Association for Developments