



MENDOCINO COUNCIL OF GOVERNMENTS

367 North State Street~Ukiah~California~95482
www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

Administration: Suite 206
(707) 463-1859
Transportation Planning: Suite 204
(707) 234-3434

AGENDA

Monday, February 4, 2019 at 1:30 p.m.

County Administration Center, Board of Supervisors Chambers
Room 1070, 501 Low Gap Road, Ukiah

Additional Media

For live streaming and later viewing:
<https://www.youtube.com/>, search for Mendocino County Video, or
YouTube link at <http://www.mendocinocog.org> under Meetings

The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:
Mendocino Regional Transportation Planning Agency (RTPA) and
Mendocino County Service Authority for Freeway Emergencies (SAFE)

NOTE: All items are considered for action unless otherwise noted.

1. Call to Order and Roll Call / Welcome New Members and Guest from California Transportation Commission (CTC)
2. Presentation & Discussion of Regional Transportation Issues
3. Approval of Proclamation Honoring Phil Dow and Presentation of CTC Resolution – Followed by a Brief Recess
4. Election of Officers – Chair and Vice Chair
5. Convene as RTPA
6. Recess as RTPA – Reconvene as Policy Advisory Committee

PUBLIC EXPRESSION

7. Participation is welcome in Council meetings. Comments will be limited to three minutes per person and not more than ten minutes per subject, so that everyone can be heard. “Public Expression” time is limited to matters under the Council's jurisdiction that may not have been considered by the Council previously and are not on the agenda. No action will be taken. Members of the public may comment also during specific agenda items when recognized by the Chair.

REGULAR CALENDAR

8. **Public Hearing:** Unmet Transit Needs for Fiscal Year 2019/20 – Including Social Services Transportation Advisory Council (SSTAC) Recommendations of November 15, 2018
9. Annual Appointments to Standing Committees and Possible Scheduling of Meeting Dates
 - a. Executive Committee
 - b. Transit Productivity Committee
 - c. California Association of Councils of Governments (CALCOG)
10. Adoption of 2019 Board Calendar

CONSENT CALENDAR

The following items are considered for approval in accordance with Administrative Staff, Committee, and/or Directors' recommendations and will be enacted by a single motion. Items may be removed from the Consent Calendar for separate consideration, upon request by a Director or citizen.

11. Approval of December 3, 2018 Minutes
12. Technical Advisory Committee (TAC) Recommendation of January 16, 2019: Approval of Third Amendment to Fiscal Year 2018/19 Transportation Planning Overall Work Program (OWP)
13. Adoption of Resolution No. M2019-___* Authorizing the Executive Director to Execute Agreements Required to Process State & Federal Funds for MCOG's Approved Projects

RATIFY ACTION

14. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee

REPORTS

15. Reports – Information - *No Action*
 - a. Mendocino Transit Authority
 - b. North Coast Railroad Authority
 - c. MCOG Staff - Summary of Meetings
 - d. MCOG Administration Staff
 1. Caltrans State Highway Status of Projects
 2. AB1234 Ethics Training (On Demand Webinar) Available through March 15
 3. MCOG's New Website Transition Completed (www.mendocinocog.org)
 4. Reminder: Form 700 Statements of Economic Interest – *verbal report*
 5. Miscellaneous
 - e. MCOG Planning Staff
 1. Fiscal Year 2019/20 Draft Transportation Planning Overall Work Program (OWP)
 2. MCOG Sponsored Local Agency Training: Traffic Control for Safer Work Zones – January 30, 2019 in Ukiah – *verbal report*
 3. Miscellaneous
 - f. MCOG Directors
 - g. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

16. Adjourn

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the MCOG office at (707) 463-1859, at least 72 hours before the meeting.

ADDITIONS TO AGENDA

The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when:

- a) a majority vote determines that an “emergency situation” exists as defined in Section 54956.5, **or**
- b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, **or**
- c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.

CLOSED SESSION

If agendaized, MCOG may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED 1/29/2019

* Next Resolution Number: M2019-01



MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT

Agenda # 2
MCOG Meeting
2/4/2019

TITLE: Presentation – Regional Transportation in
Mendocino County

DATE PREPARED: 1/25/19
MEETING DATE: 2/4/19

SUBMITTED BY: Nephela Barrett, Executive Director

BACKGROUND:

California Transportation Commission Executive Director Susan Bransen will be joining us at our February 4, 2019, MCOG Board meeting. In order to provide Ms. Branson with an overview of our region and offer an opportunity for discussion, a presentation will be given at the meeting highlighting some of the accomplishments and unresolved issues related to transportation in Mendocino County. This presentation will also be of benefit to our new MCOG Board members. Additional information on many of these projects and issues will be provided during our Board orientation planned for the March meeting.

ACTION REQUIRED: This presentation will be for information/discussion only. No action is required.

ALTERNATIVES: None identified.

RECOMMENDATION: Receive the presentation and discuss items of interest.

MENDOCINO COUNCIL OF GOVERNMENTS

Proclamation

Agenda # 3
MCOG Meeting
2/4/2019

HONORING PHIL DOW

WHEREAS,

- ❖ Phillip J. Dow has served as Mendocino Council of Governments' (MCOG) Executive Director for the past 20 years, as the Transportation Planner for over 30 years, and a registered traffic engineer since 1984, and he is retiring after a career of more than 40 years in transportation;
- ❖ He has been a champion for often-overlooked remote communities such as Gualala and Covelo; throughout the county he has shepherded local plans for downtown safety improvements, promoted bicycle and pedestrian projects, supported public transit, and enabled innovations;
- ❖ In 1999, he was awarded the first Tranny bestowed upon an individual person by the California Transportation Foundation;
- ❖ His most significant achievement was to facilitate and secure funding of the largest and highest priority project in the Regional Transportation Plan, seeing the Willits Bypass through construction in 2016, persevering through many obstacles over decades of effort; when commissioners saw him coming, they already knew the prime message he brought;
- ❖ He has served on countless statewide advisory committees, advocating for rural transportation needs and securing a fair share of funds for Mendocino County and the North State Super Region in a competitive environment where urban players hold sway; among the many projects he initiated was polling and state legislation that allowed local cities to join "self-help" counties in raising voter-approved sales taxes dedicated to fixing streets and roads;
- ❖ Never one to seek attention, his deeds are perhaps better known in Sacramento than among the general public; as a Vietnam veteran he has volunteered much of his free time to veterans' causes; as a business owner, he has been a reliable donor to youth and sports activities and local law enforcement; a dedicated sports fan, he has traveled ceaselessly to games all across the country;
- ❖ A hands-on guy, no task is beneath him when help is needed; his deep voice instantly identifies him along with a spontaneous grin and cackle, his blunt straight-talk often cuts through bland decorum, and all of the above has earned him the esteem and fellowship of peers and staff; and
- ❖ Master of the acronym, we wish Phil was writing this himself, in his own witty and humorous style;

NOW, therefore, the MCOG Board of Directors and staff hereby recognize and express our appreciation to Phil Dow for his splendid service to MCOG and the citizens of Mendocino County. We will miss his leadership and wish him a rewarding retirement.

Foregoing Proclamation adopted this 4th day of February, 2019.

MCOG Chair



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 4
MCOG Meeting
2/4/2019

STAFF REPORT

TITLE: Annual Election of Officers

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE: 1/24/2019

BACKGROUND:

According to MCOG's bylaws, a Chair and a Vice Chair are elected annually by the Board of Directors, typically on the first Monday in February, as the first meeting of the calendar year. The appropriate sections of the bylaws are attached for your reference.

Officers elected in 2018 were Dan Gjerde as Chair and Michael Cimolino as Vice Chair.

(This item is placed early on the agenda, since officers are elected to serve the Council regardless of which body is convened -- RTPA, SAFE, or simply as the COG for other business such as housing or economic development. Committee appointments are placed later on the agenda, as their business is mostly related to the Regional Transportation Planning Agency and should be made after convening the Policy Advisory Committee.)

ACTION REQUIRED:

Follow last year's method or vote to use another method.

Procedure followed since 2012, consistent with Robert's Rules of Order¹:

1. Hear any and all nominations for the office of Chair. A second is not required to nominate.
 2. Discuss and answer questions. Nominees may state their qualifications for the office.
 3. Close nominations.
 4. Move, second and vote on each nominee until a motion carries.
 5. Repeat for the office of Vice Chair.
-

ALTERNATIVES:

According to Robert's Rules, *"If no method of nominating has been specified in the bylaws and if the assembly has adopted no rule on the subject, any member can make a motion prescribing the method."* The bylaws do not specify, and to our knowledge MCOG has never adopted, a rule of procedure.

The Council may adopt a rule, by motion and vote. Staff would advise that such a rule be written and ratified at a future meeting.

No alternative to the annual election is identified. According to the bylaws, *"The term of the Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election."*

RECOMMENDATION:

Allow staff to receive nominations and conduct votes, first for Chair and then for Vice Chair. After that, the new or re-elected Chair presides over the meeting.

Enc: Bylaws excerpt

¹ "A nomination is, in effect, a proposal to fill the blank in an assumed motion 'that _____ be elected' to the specified position. In choosing someone to fill an office or other elected position in a society or assembly, a more effective freedom of choice is maintained through the practice of nominating persons for the office, rather than moving that a given person be elected as in the older British procedure." - Robert's Rules of Order, 2000 edition

Excerpt of MCOG Bylaws Amended May 6, 2013

ARTICLE III - OFFICERS/STAFF/COMMITTEES

Section 1.1 Chair: The Chair of the Council shall be selected by a majority of its voting members. The term of the Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election.

Section 1.2 Powers of Chair: The Chair, when present, shall preside at all meetings of the Council. The Chair shall preserve order and decorum and shall decide all questions of order subject to the action of a majority of the Council. The Chair shall be permitted to participate in debate without surrender of the chair. The Chair shall be permitted to vote, move, and second a motion. If the Chair is absent, then the Vice Chair shall preside. If both the Chair and Vice Chair are absent, a chair *pro tem* may be appointed for the purposes of the meeting.

Section 2. Vice Chair: The Vice Chair of the Council shall be selected by a majority of its voting members. The term of the Vice Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election. The Vice Chair shall have all of the powers and act in the place of the Chair in his/her absence.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 8
Regular Calendar
MCOG Meeting
2/4/2019

TITLE: FY 2019/20 Unmet Transit Needs Public Hearing

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 1/18/2019

BACKGROUND:

Purpose of this public hearing: The Transportation Development Act (TDA) requires that before any Local Transportation Funds are allocated for streets and roads purposes (unallocated revenues at fiscal year end), a process is conducted to identify any “unmet transit needs” that might be “reasonable to meet” for funding. This procedure has been followed annually by MCOG.

Since MCOG established a Local Transportation Fund (LTF) Reserve fund in 1999, excess funds have not been allocated at year end, but instead are carried forward to future budgets. However, there has been a general consensus of the MCOG Board, staff and stakeholders to continue identifying unmet transit needs annually. Our last two TDA performance audits commended MCOG for conducting the formal process. It allows for public input that is useful in assessing which transit services should be provided. It provides a focus for the SSTAC’s annual workshop and satisfies the TDA requirement for a citizen participation process (Sec. 99238.5).

Testimony received for this hearing: The Social Services Transportation Advisory Council (SSTAC), a standing committee of MCOG, met for the annual Unmet Transit Needs workshop on November 15. (Minutes are provided in the Information Packet.) The SSTAC recommended a list of ten needs developed in the workshop, attached. Issues raised included assisted services, non-emergency medical trips, weekend services, service to remote areas, and inland transportation to serve Brooktrails, Willits, Ukiah and Hopland.

Mendocino Transit Authority (MTA) separately provided a list of 15 unmet transit needs from public input heard at MTA board meetings during the year (also attached). The list was not available for discussion at the workshop.

The SSTAC’s duties also include advising MCOG on any other transportation issues. This year, there were no further recommendations other than the list of unmet transit needs.

ACTION REQUIRED:

The following process fulfills TDA requirements.

Finding of Proper Notice:

The Board makes the finding, by motion and vote, that a proper 30-day notice has been given. The notice of public hearing was published by the Ukiah Daily Journal (January 4), Fort Bragg Advocate-News (January 10), The Willits News (January 5) and Independent Coast Observer (January 11). Proofs of publication were received and will be available for view at the hearing. Only one notice of general circulation is required, met by the Ukiah paper, along with a listing under Community Events. The notice has been posted on our web site and emailed to a list of interested stakeholders. These actions more than meet the requirement.

Public Hearing:

The Chair opens the public hearing. Staff reports any written testimony received for the record,

including findings of the SSTAC's November 15, 2018 workshop. A list of identified needs is attached, including unmet needs from public input received by Mendocino Transit Authority. Public testimony is received. The hearing is closed.

Board Action:

The Board of Directors then determines whether any of the testimony received appears to be an "unmet transit need" according to the attached definitions adopted by MCOG, pending further analysis. The two main options for a motion are:

- 1) *"The testimony heard includes Unmet Transit Needs that appear to qualify under MCOG's adopted definitions, and those needs are directed to Mendocino Transit Authority for analysis and for further review and recommendations by the SSTAC and the Transit Productivity Committee."*
- 2) *"The testimony heard does not include any Unmet Transit Needs that appear to qualify under MCOG's adopted definitions, therefore there are no unmet transit needs found for fiscal year 2019/20, and the annual process is concluded."*

If the finding is "yes," testimony does include unmet needs, the list of needs is directed to MTA to prepare an analysis that may include operational costs, ability to provide service, and prioritization of needs. Finally the analysis would go to MCOG's Transit Productivity Committee (TPC), in April or May 2019, for a recommendation to MCOG on which, if any, needs are "reasonable to meet" for inclusion in MTA's 2019/20 Transit Claim, due to MCOG April 1, 2019. The analysis and recommendation also would be discussed by the SSTAC. In June, when MCOG allocates funds to the transit claim, a finding of "reasonableness" is made.

If none of the testimony qualifies as an "unmet transit need," the Board makes a finding that "there are no unmet transit needs" and the annual process is ended. (Rarely, if ever, is this the case.)

ALTERNATIVES:

The Board may cancel or postpone this already noticed hearing. – *not recommended*

Also note TDA Sec. 99238.5(b): *"In addition to public hearings, the transportation planning agency shall consider other methods of obtaining public feedback on public transportation needs. Those methods may include, but are not limited to, teleconferencing, questionnaires, telecanvassing, and electronic mail."* In this case we have used e-mail and MCOG's website.

RECOMMENDATION:

Staff recommends that the Board:

- 1) Make a finding of proper notice and hear the staff report.
- 2) Hold the public hearing.
- 3) After hearing all testimony, make a finding that:

"The testimony heard includes Unmet Transit Needs that appear to qualify under MCOG's adopted definitions, and those needs are directed to Mendocino Transit Authority for analysis and for further review and recommendations by the Transit Productivity Committee and Social Services Transportation Advisory Council."

Enclosures:

SSTAC Recommendations of 11/15/2018
MTA's List of Unmet Needs Requests received 1/16/2019
MCOG's "Unmet Transit Needs" and "Reasonable to Meet" Process
Notice of Public Hearing



MENDOCINO COUNCIL OF GOVERNMENTS

FY 2019/20 Unmet Transit Needs
Recommended by
MCOG's Social Services Transportation Advisory Council

Identified at Annual SSTAC Workshop
(not in any order of priority)

November 15, 2018

1. Non-emergency medical transportation for out of the service areas/hours for seniors and disabled adults
2. Weekend and after-hours rides for seniors and disabled adults
3. Service for isolated seniors and disabled adults
4. Wheelchair accessible door-through-door assisted services for seniors and disabled adults on Wednesdays in the Ukiah area
5. Transportation from remote rural areas to existing transit stops (e.g. rides, cost stipends, etc.)
6. Unexpected medical emergencies after hours/weekends
7. General public service in Brooktrails
8. Transportation to/from Golden Rule RV Park and Willits
9. Transportation to/from Hopland and Ukiah
10. Ukiah fixed route and DAR services starting a half hour earlier in the mornings for transportation to jobs (for UVAH Clients).

TOTAL of 10 Recommended Unmet Transit Needs

Mendocino Transit Authority

For FY 2019/20 MCOG Hearing

2018-19 UNMET NEEDS REQUESTS			
Date	City	Requestor	Service Requested
2/28/2018	Willits	Saprina Rodriguez	Brooktrails
2/28/2018	Willits	Saprina Rodriguez	Sherwood Bus Transportation
2/28/2018	Willits	Saprina Rodriguez	Laytonville/Covelo Service
2/28/2018	Willits	Saprina Rodriguez	High School Service
2/28/2018	Willits	Saprina Rodriguez	Willits Senior Center Request more LTF funding
2/2//2018	Fort Bragg	Jim Tarbell	#60 Route on Sundays
4/16/2018	Ukiah	Facebook	Bus stop on E Gobbi at Senior mobile home park
5/19/2018	Ukiah	Facebook	#20 to run to Forks and Calpella in evening and on Saturday.
5/19/2018	Willits/Ukiah	Facebook	More evening transportation from Ukiah to Willits to get people home who work and disabled persons workshops and meetings past the last bus.
6/5/2018	Connie Chan	Iphone	Add more service on Talmadge Road for those that cannot walk very far.
6/6/2018	Linda Davidson	Facebook	Saturday Route #20 that provides service between Redwood Valley and MC.
6/9/2018	Jason Morash	Facebook	6-8AM Route #60 from Santa Rosa North to Ukiah
6/27/2018	Lloyd Cross	Meeting	Bridge services between Gualala area and south coast.
6/27/2018	Lloyd Cross	Meeting	Reconsider a pulse system at the Navarro Junction for buses to Fort Bragg, Ukiah, Gualala and Point Arena.
9/26/2018	Saprina Rodriguez	Meeting	20 parents have requested service to Eagle Peak school in Redwood Valley.

Adopted by MCOG
11/2/92
Revised by MCOG
12/7/98

MENDOCINO COUNCIL OF GOVERNMENTS

“Unmet Transit Needs” and “Reasonable to Meet” Process

Introduction

The stated intent of the Legislature in passing the Transportation Development Act (TDA) was to provide funding for transit, which would provide an essential public service through a balanced transportation system. The TDA administrative code specifically states, “it is the intent of the Legislature to improve existing public transportation services and encourage regional public transportation coordination.” The Public Utilities Code, in Article 2, Section 99220 provides even more succinctly: “to encourage people to use public transportation rather than private vehicles.”

Prior to using TDA funds for street and road improvements, Sections 99401.5 and 99401.6 of TDA require the Regional Transportation Planning Agency to hold a public hearing and make a determination that there are no unmet transit needs that can reasonably be met within the area of a county, city or eligible operator. As a result, the RTPA has the responsibility and authority to determine what constitutes unmet transit needs and whether or not such unmet transit needs can reasonably be met.

The Mendocino Council of Governments (MCOG), acting in its official capacity as the designated Regional Transportation Planning Agency for Mendocino County, accomplishes this in part through a public hearing process conducted by MCOG taking into account the recommendations of the Social Services Transportation Advisory Council and other various factors in the transportation planning process.

Definitions

The following definitions of “Unmet Transit Need” and “Reasonable to Meet” have been adopted by the Mendocino Council of Governments.

The unmet needs and reasonableness policies apply to new proposed services. Existing services will be evaluated through the existing performance standard policies established by MCOG, and reviewed by the Transit Productivity Committee.

1. Unmet Transit Need: Whenever a need to transport people is not being satisfied through existing public or private resources.
2. Reasonable to Meet: It is reasonable to meet a transit need if all of the following conditions prevail:

“Unmet Transit Needs” and “Reasonable to Meet” Process

Page 2 of 2

12/7/98

- a) Service will be capable of meeting the Transportation Development Act fare revenue/operating cost requirements and established MCOG criteria for new services
- b) Transit services designed or intended to address an unmet transit need shall not duplicate transit services currently provided either publicly or privately
- c) The claimant this is expected to provide the service shall review, evaluate and indicate that the service is operationally feasible, and vehicles shall be currently available in the market place
- d) Funds are available, or there is a reasonable expectation that funds will become available.

/le
/jmo



MENDOCINO
COUNCIL OF GOVERNMENTS

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NOTICE of PUBLIC HEARING
Unmet Transit Needs

Monday, February 4, 2019, the Mendocino Council of Governments (MCOG) will meet at 1:30 p.m. or as soon thereafter as possible, at County Administration Center, Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah, CA, and consider the following item.

MCOG will consider needs for public transportation services that would benefit a significant number of people and are not currently provided. This hearing applies to transportation service needs for fiscal year July 1, 2019 through June 30, 2020. In addition to new public testimony, MCOG will hear needs reported to Mendocino Transit Authority during the past year, and findings of MCOG's Social Services Transportation Advisory Council. Issues may include but are not limited to: 1) transit services for the elderly, people with disabilities, and low-income or economically disadvantaged persons; 2) adequacy of both private and public transportation services, and 3) service improvements needed to meet expected travel demand.

All interested persons may present testimony at this hearing. For more information or to submit written testimony in advance, contact the MCOG office at 707-463-1859.

Janet M. Orth
MCOG Deputy Director/CFO



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 9
Regular Calendar
MCOG Meeting
2/4/2019

STAFF REPORT

TITLE: Annual Committee Appointments

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 1/18/2019

BACKGROUND:

Following are the procedures for appointment of Board members to MCOG's standing committees. I have attached the appropriate sections of the bylaws for your reference. (Seats on the other standing committees are not filled by MCOG Board members.)

- The Council may appoint an Executive Committee, consisting of the Chair, the Vice Chair, and one other member reflecting a city-county balance.
- The Chair shall appoint two members to the Transit Productivity Committee. Note: Considering the oversight role, staff advises that at least one should not be a board member of Mendocino Transit Authority.
- The Council shall appoint two members to CALCOG, including at least one Executive Committee member. One serves as the delegate and the other as the alternate.

The most recent appointments are:

- Executive Committee - Chair **Gjerde**, Vice Chair **Cimolino**, and Director **Scalmanini**
 - Transit Productivity Committee (TPC) – Chair **Gjerde** and Director **Ranochak**
 - CALCOG – Director **Croskey** (Delegate) and Chair **Gjerde** (Alternate Delegate)
-

ACTION REQUIRED:

- a. Appointment by the Council of the Executive Committee. – *The next meeting will need to be scheduled for late February—**please bring your calendars**. At this writing, staff is available February 19, 20 or 21 in the afternoon, or any time on February 25 through 28.*
 - b. Appointments by the Chair to the Transit Productivity Committee. – *Please note two meetings are advised, for February and mid-April, first to address prior-year transit performance and audit recommendations; second to review MTA's annual claim and the unmet needs analysis.*
 - c. Appointment by the Council of two CALCOG Delegates. – *Typically CALCOG delegates have met in March/April for the annual Regional Leadership Forum, and again in the autumn for a joint meeting with statewide county and city associations. This year the Forum is scheduled for March 13-15 in Yosemite. Also there may be business meetings with a call-in option.*
-

ALTERNATIVES:

- The Executive Committee is optional according to the bylaws. The officers could meet with staff for annual business, ideally reflecting city-county balance.
 - TPC membership is mandated by the bylaws, so there is no alternative without amendment.
 - Annual CALCOG appointments are mandated also, so there is no alternative without amending the bylaws.
-

RECOMMENDATION:

Appoint members to the standing committees described above, following MCOG's bylaws.

Enc: Bylaws excerpts

Excerpts of MCOG Bylaws Amended May 6, 2013
ARTICLE III - OFFICERS/STAFF/COMMITTEES

Section 5. STANDING COMMITTEES

Section 5.2 Executive Committee: The Council may appoint an Executive Committee consisting of the Chair, the Vice Chair and one member from a city or the County. The Executive Committee may carry on the administrative and executive functions of the Council between regular meetings of the Council. The Executive Committee may also be used to oversee the personnel budget and policy issues and make recommendations to the full Council.

The Council shall attempt to appoint members to the Executive Committee that reflect a balance between City and County representation.

Section 5.4 Transit Productivity Committee (TPC): The TPC shall consist of five (5) voting members: two (2) members of the Council appointed by the Chair; two (2) members of the transit operator's Board of Directors; and one (1) senior centers representative to be selected by those senior centers under the Council's jurisdiction and then formally appointed by the Council. The TPC shall be staffed by the MCOG Executive Director or his/her authorized representative.

The purpose of the TPC will be to review transit performance and productivity issues in accordance with approved standards adopted by the Council, including review of quarterly reports of the transit operator. The TPC will review and make recommendations to the Council on the annual Transit Claim, and also provide input on the "unmet transit needs" process, including findings of the SSTAC. Meetings will be held at least once annually, or quarterly if warranted.

Section 6. ASSOCIATIONS

Section 6.1 California Association of Councils of Governments (CALCOG): The Council shall annually appoint two members of the Council, at least one of whom shall be an Executive Committee member, to the CALCOG organization for the purpose of voting on statewide issues. One member shall be the delegate, the other member, the alternate. The term of these appointments shall be for one year commencing on the first Monday in February when appointed and ending on the following first Monday in February or at the next year's committee appointments.

2019 MCOG BOARD MEETING CALENDAR

1st Monday at 1:30 pm, 9-10 months per year, at County Administration Center,
 Board of Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah
Subject to Venue Availability and Unless Otherwise Noticed

As of 12/03/2018 - subject to change

Date	Planned Highlights and Recurring Actions	Notes
January	No meeting this month	
February 4	Election of Officers and Committee Appointments <u>Social Services Transportation Advisory Council (SSTAC) Recommendations:</u> FY 2019/20 Unmet Transit Needs - Public Hearing	
March 4	Board Orientation/Overview <u>Staff and Executive Committee Recommendations:</u> Draft 2019/20 Budget – No Action	
April 1	<u>On Location Tour/Mobile Workshop:</u> <ul style="list-style-type: none"> ▪ Transportation Tour of Plans & Projects – South Coast ▪ Informal Lunch and Presentations/Discussion 	All-day field trip and community meeting
May 6	Fiscal Year 2019/20 Budget Workshop Including: <u>Staff and TAC Recommendations:</u> Planning Overall Work Program <u>Transit Productivity Committee (TPC) and SSTAC Recommendations:</u> Unmet Transit Needs Reasonable-to-Meet Finding Funding of MTA's Annual Transit Claim	
June 3	<u>Combined Recommendations of Staff & Committees:</u> Adoption of 2019/20 Regional Transportation Planning Agency Budget <u>TAC Recommendations:</u> Adoption of 2019/20 Planning Overall Work Program	
July	No meeting this month	
August 19	Regular Business	Change to third Monday
September	No meeting this month	
October 7	Regular Business	
November 4	Discussion/Direction: Draft Regional Trans. Improvement Program (RTIP)	
December 2	Adoption of 2020 RTIP <u>Social Services Transportation Advisory Council (SSTAC) Recommendations:</u> 2020/21 Unmet Transit Needs - Public Hearing	

Related Meetings of Interest / Educational Options

February 13	20th Annual CTF Transportation Forum, Sacramento http://www.transportationfoundation.org/	CA's leading charitable transportation organization
March 13-15	CALCOG Delegates: 2019 Annual Regional Leadership Forum, Yosemite http://www.calcog.org/	Assn. of regional agencies; networking & current issues
TBA	30th Annual Focus on the Future Conference – Self Help Counties Coalition http://www.selfhelpcounties.org/focus/	20 local agencies with transportation sales taxes

January 25, 2019

To: MCOG Board of Directors
From: Janet Orth, Deputy Director / CFO
Subject: Consent Calendar of February 4, 2019

The following agenda items are recommended for approval/action.

11. Approval of December 3, 2018 Minutes – *attached*

12. Technical Advisory Committee (TAC) Recommendation of January 16, 2019: Approval of Third Amendment to Fiscal Year 2018/19 Transportation Planning Overall Work Program (OWP) - This is a minor amendment requested by the City to correct an error in the allocation for Work Element 9, Fort Bragg Street Safety Plan. It reverses the amounts for city staff and consultant, so that the bulk of funds goes to the consultant (\$42,493) and the balance to staff (\$11,796), for a total of \$54,289. There would be no change to the total budget of the work element or the OWP. The total program funding would remain at \$1,381,130.

- Staff report and amended funding summaries are attached.

13. Adoption of Resolution No. M2019- * Authorizing the Executive Director to Execute Agreements to Process State & Federal Funds for MCOG Approved Projects – This is to refresh and consolidate existing MCOG resolutions routinely required by Caltrans for this purpose. A similar resolution in 2002 was approved by members no longer serving on the Council. Another resolution in 2014 more specifically addressed the ten-year Master Fund Transfer Agreement with Caltrans. This new proposed resolution reaffirms MCOG's intent and broadly covers all necessary documents.

- Draft resolution attached.

MENDOCINO COUNCIL OF GOVERNMENTS

MINUTES

Monday, December 3, 2018

County Administration Center, Board of Supervisors Chambers

Agenda # 11

Consent Calendar

MCOG Meeting

2/4/2019

ADDITIONAL AUDIOCONFERENCE LOCATION:

Caltrans District 1, 1656 Union St., Eureka

ADDITIONAL MEDIA:

*Find YouTube link at <http://www.mendocinocog.org> under Meetings
or search Mendocino County Video at www.youtube.com*

The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:
Mendocino Regional Transportation Planning Agency (RTPA) and
Mendocino County Service Authority for Freeway Emergencies (SAFE)

1. Call to Order / Roll Call. The meeting was called to order at 1:32 p.m. with Directors Steve Scalmanini, Larry Stranske, Michael Cimolino, Scott Ignacio (Alternate), Susan Ranochak, Georgeanne Croskey, Rex Jackman (Caltrans/PAC), and Dan Gjerde present; Chair Gjerde presiding.

Staff present: Nephela Barrett, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; and Marta Ford, Administrative Assistant.

2. Convene as RTPA – Appreciation for Members Leaving Office. Executive Director Barrett presented certificates of appreciation and recognition to three Board members who have graciously served on the MCOG Board.

- Director Croskey served from May 2017 through December 2018;
- Director Cimolino served from January 2017 through December 2018;
- Director Ranochak served from February 2009 through December 2018.

Each certificate gave a brief description of their individual skills and support they brought to the Council.

3. Recess as RTPA - Reconvene as Policy Advisory Committee.

4. Public Expression. None

5 - 6. Regular Calendar.

5. Acceptance of Report and Presentation: Active Transportation Program (ATP) Safe Routes to School Non-Infrastructure Grant Projects – Walk and Bike Mendocino. Ms. Ellard referred to her written staff report and described background of the approved Safe Routes to School (SRTS) projects that started in FY 2014/15. The project had two components of SRTS Non-Infrastructure grants, for Countywide and Covelo; the awarded total was \$1,104,000 from ATP competitive state funds. Walk & Bike Mendocino, a program of North Coast Opportunities (NCO), was the lead consultant, with Laytonville Healthy Start under subcontract, and partnered with MCOG, Mendocino County Health & Human Services Agency (HHSA), seven school districts, and California Conservation Corps. The Board had an opportunity to direct the consultant to include any changes to the report before submitting the final report on December 31. She introduced Neil Davis, Director of Walk & Bike Mendocino/NCO.

Mr. Davis presented the draft final report and a slide presentation on the SRTS projects. The three-year project was shared among three agencies, tasked to work with seven different targeted communities. The goal was to get students to establish healthier physical habits by promoting bicycling and walking. The program focused on three of the five “E’s”: education, encouragement, and enforcement strategies to build capacity and sustainability. Engineering and evaluation are the other two “E” strategies in the program but were not their primary focus. HHSA took the lead on developing the task forces in each of the communities. The tasks include:

- Project Management and Coordination - *coordination between the partner agencies*
- Build School Capacity to Implement SRTS Activities – *develop task forces, revise school wellness policies and provide technical assistance, and train crossing guards*
- Increase Student Participation in SRTS – *coordinate group events, increase access to bikes/helmets, provide school-based safety education, develop walk/bike maps, work with high school students to assist with and provide as role models at events*
- Increase Community Support and Awareness – *recruit high school students to use PhotoVOICE for audits and advocacy, conduct outreach and promotion*
- Increase Enforcement – *advocate for increased enforcement during school drop-off and pick-up hours, and advocate with Animal Control/law enforcement for enforcement of dog leash laws and related safety issues.*

The projects brought county agencies, school districts staff, teachers, and community members together throughout the county to promote biking and walking opportunities through activities for hundreds of students, in eleven different schools. To maintain sustainability, the schools have been provided with bicycle training fleets and a suite of bike rodeo supplies. Each of the communities has local SRTS advocates with training to provide in-class and on-the-bike safety training to elementary students. The program increased schools’ capacity to provide SRTS support with trained teachers and volunteers.

In Board discussion, next steps were noted, including use of the bicycle fleets and tools in physical education curricula and future grant funding, with more funds available in the ATP.

At the May 2018 MCOG meeting, students from Ukiah High School and Laytonville High School gave PhotoVOICE presentations to the MCOG Board. In those presentations, the students had recommendations that the Board requested to include in the final report; they were not present in the draft. The Board reiterated for Mr. Davis to include a summary of the recommendations in the final report. Ms. Ellard also noted government code requires disclosure of the dollar amounts of contracts in the report.

Upon motion by Ignacio, second by Ranochak, and carried unanimously on roll call vote (*8 Ayes – Scalmanini, Stranske, Croskey, Ranochak, Cimolino, Ignacio/Alt., Jackman, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the Active Transportation Program Non-Infrastructure Grant final report is accepted as amended.

6. Discussion/Direction: 2019 Board Calendar. Ms. Orth presented a draft of the proposed 2019 MCOG Board Meeting Calendar; the final draft calendar will return to the February 2019 MCOG meeting agenda for adoption. She explained the dates of the proposed meetings are based on MCOG’s bylaws. The April 1 MCOG meeting is proposed as the next mobile tour, of the South Coast area. A copy of the draft calendar will be sent to the Clerk of the Board of Supervisors to ensure the meeting space availability. MCOG staff will notify newly appointed MCOG Board members prior to the first meeting of the year on February 4, 2019. The draft calendar also includes *Related Meetings of Interest/Educational Options*. MCOG’s budget allows for travel expense reimbursement for training and networking opportunities for MCOG staff and board members.

No action was taken.

7-9. Consent Calendar. Upon motion by Croskey, second by Cimolino, and carried unanimously on roll call vote (8 Ayes – Scalmanini, Stranske, Croskey, Ranochak, Cimolino, Ignacio/Alt., Jackman, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that consent items are approved:

7. Approval of November 5, 2018 Minutes – as written

8. Appointments to Social Services Transportation Advisory Council (SSTAC)

- Marilyn DeFrangé, Ukiah Senior Center, for “local social service provider for seniors that provides transportation” - reappointed through April 2022
- Diana Clark, Alternate, Ukiah Senior Center, for “local social service provider for seniors that provides transportation” - reappointed through April 2022
- Jacob King, Mendocino Transit Authority for “Representative of local Consolidated Transportation Services Agency” - reappointed through April 2022.

9. Award of Triennial Performance Auditor Engagement for MCOG and Mendocino Transit Authority Audits, Fiscal Years 2015/16 through 2017/18 – to Michael Baker International, not to exceed \$20,000.

10. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Ranochak, second by Croskey, and carried unanimously on roll call vote (7 Ayes – Scalmanini, Stranske, Croskey, Ranochak, Cimolino, Ignacio/Alt., and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

11. Reports - Information

- a. Mendocino Transit Authority. None.
- b. North Coast Railroad Authority. Ms. Ellard attended the November 14 NCRA meeting in Ukiah. She reported that the majority of discussion was on complying with SB 1029. The new law requires NCRA to assess its assets and liabilities by July 1, 2020, moving towards dissolving the agency. NCRA will cooperate with the California Transportation Commission (CTC) and expressed their willingness by authorizing letters to Caltrans and the Natural Resources Agency. NCRA needs clarification from CTC on how to proceed with dissolving assets and ongoing annual lease renewals that provide revenue. SB 1029 legislation states NCRA may not enter into new contracts. Ms. Barrett and Ms. Ellard also attended a meeting for the Great Redwood Trail led by Senator McGuire’s staff and will continue attending these meetings. Brief comments were made in Board discussion.
- c. MCOG Staff - Summary of Meetings. Ms. Barrett added the Great Redwood Trail meeting attended on November 27.
- d. MCOG Administration Staff
 1. *Election Results: Proposition 6, Voter Approval for Future Gas and Vehicle Taxes and 2017 Tax Repeal Initiative.* Ms. Barrett explained what Proposition 6 not passing into law means for funding projects. The initiative would have repealed SB 1, the Road Repair & Accountability Act. Revenue will continue to come in, most of the transportation planning that has been in development prior to the proposition can continue without the threat of funding not being available, and it secures funding for more transportation improvement projects in the future. All sources from SB 1 are significant to this region. In Mendocino County, the vote was over 66% against Proposition 6.

2. *Reminder: Form 700 Statements of Economic Interest.* Ms. Orth gave a verbal reminder for Board members who are leaving the MCOG Board to file a Form 700 Statement of Economic Interest within 30 days of their vacating.
 3. *Miscellaneous.* None.
- e. MCOG Planning Staff.
1. *Caltrans Sustainable Transportation & Adaption Planning Grant Applications.* Ms. Ellard announced that MCOG submitted two applications by the November 30 deadline for the Caltrans grant programs. One project is to address SB 743 to change the measurement standard of transportation on the California Environmental Quality Act (CEQA) process to Vehicle Miles Traveled (VMT) Regional Team Baseline. It is a one-year study project. The total proposal is for about \$135,000 with \$119,500 from the grant and a local match of \$15,400. This project was recommended by the Technical Advisory Committee (TAC) and MCOG received letters of support from the County and cities of Ukiah, Fort Bragg, Willits, and Point Arena.
The other application was for a two-year project, the Fire Vulnerability Assessment Emergency Evacuation Preparedness Plan. The total for that project is \$280,000, which is about \$248,000 grant and about \$32,000 local match. MCOG submitted eight support letters along with the application, from the Mendocino County Chief Executive Officer, the cities of Ukiah, Fort Bragg, Willits, and Point Arena, the Mendocino County Fire Safe Council, Brooktrails Township Community Services District, and Redwood Valley Municipal Advisory Council. Director Croskey was acknowledged for her advocacy and early support to start developing the plan application.
The local match for the projects will be included in the 2019/20 Overall Work Program (OWP) to indicate the source of the match. Notification of the grant awards are expected in Spring 2019.
Comments from the board include:
 - Chair Gjerde suggested including a mechanism for ongoing monitoring and maintenance of escape routes and entrances to ensure there are no barriers that prevent access in an emergency.
 - Director Scalmanini commented on people in the Albion area having limited routes to evacuate to the East. Ms. Barrett said areas vulnerable to fires will be assessed in the plan and outreach to gain public opinions/concerns will be advertised.
 - Director Croskey said Mendocino Redwood Company has been working with people to provide emergency access through their property with accessible gate codes provided to Cal Fire and Mendocino Fire Safe Council.
 2. *Miscellaneous.* Ms. Ellard announced that applications for funding in the 2019/20 Transportation Planning Overall Work Program (OWP) were due to be submitted at 5:00 p.m. that day.
- f. MCOG Directors. None.
- g. California Association of Councils of Governments (CALCOG) Delegates. Director Croskey attended the CALCOG business meeting on November 8, in Sacramento. She reported that they discussed the first joint meeting between the California Transportation Commission (CTC) and the Air Resources Board (ARB). CTC and ARB were mandated by AB 179 to meet to coordinate implementation of transportation programs and policies. Greenhouse gas emissions and the need for housing to be involved were discussed. Plans

were discussed to establish funding for preparing the Regional Housing Needs Allocation (RHNA) plans. They also discussed the new California Academy for Regional Leaders that offers training for professional staff working towards higher leadership levels in regional government. She explained to CALCOG a need, with regard to the legislative platform, for evacuation and emergency planning and to identify CALCOG's role to assist with counties' responsibilities. The next meeting is December 4, 2018 in Los Angeles.

12. Adjournment. The meeting was adjourned at 2:50 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant



MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT

Agenda # 12
Consent Calendar
MCOG Meeting
2/4/2019

TITLE: Third Amendment to FY 2018/19 Overall Work Program

DATE PREPARED: 1/24/19

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 2/4/19

BACKGROUND:

The Final FY 2018/19 Overall Work Program (totaling \$1,221,126) was adopted by MCOG on June 4, 2018. It was first amended on August 20, 2018 to add a carryover project, revising the total from \$1,221,126 to \$1,227,959. A second amendment was approved on November 5, 2018, revising carryover amounts and making miscellaneous adjustments, revising the total to \$1,381,130.

There is now a need for a minor third amendment to allow the City of Fort Bragg to adjust the breakdown of funds between City Staff and Consultant (*with no change to total budget*) for Work Element 9 – Fort Bragg Street Safety Plan, a carryover project.

The project is currently programmed as follows:

City staff: \$42,493
Consultant: \$11,796
Total \$54,289

The City is requesting that the City and Consultant budgets be revised (reversed) as follows:

City staff: \$11,796.01 (*will be rounded to whole dollars*)
Consultant: \$42,492.13 (*will be rounded to whole dollars*)
Total \$54,288.14 (*will be rounded to whole dollars*)

The City of Fort Bragg is requesting this amendment to correct an inadvertent error where allocations were transposed during project implementation. **The Technical Advisory Committee (TAC) considered this requested amendment at their January 16, 2019 meeting, and recommended that it be approved.**

The following documents are attached:

FY 2018/19 OWP – Summary of Funding Sources (*no proposed changes; included for reference*)
FY 2018/19 OWP – Funding Allocation & Expenditure Summary (*proposed changes shown on W.E. 9*)
Work Element 9 – Fort Bragg Street Safety Plan (*proposed changes shown in funding box*)

As proposed, there are no changes to the FY 2018/19 Overall Work Program total of \$1,381,130.

ACTION REQUIRED: Consider TAC’s recommendation to approve proposed Third Amendment to FY 2018/19 Overall Work Program.

ALTERNATIVES: (1) Approve Amendment (*Recommended*); (2) Do not approve Amendment.

RECOMMENDATION: Accept TAC’s recommendation to approve proposed Third Amendment to FY 2018/19 Overall Work Program.

//e

Attachments: FY 2018/19 OWP – Summary of Funding Sources
FY 2018/19 OWP – Funding Allocation & Expenditure Summary
Work Element 9 – Fort Bragg Street Safety Plan

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2018/2019 FINAL (AMENDED) OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE RPA	STATE Sust. Comm.	STATE ATP Grant	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$250		\$105,081			\$105,331
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$90,475					\$90,475
3	MCOG - Community Transportation Planning	\$10,250					\$10,250
4	MCOG - Sustainable Transportation Planning			\$10,000			\$10,000
5	City of Ukiah - Update Speed Zone Reports - <i>Carryover</i>	\$6,833					\$6,833
6	Co. DOT - Combined Special Studies			\$60,000			\$60,000
7	MCOG - Planning, Programming & Monitoring		\$73,879	\$28,750			\$102,629
9	Fort Bragg - Street Safety Plan - <i>Carryover</i>		\$54,289				\$54,289
10	MTA - Transit Designs Guidelines Manual	\$30,341	\$4,659				\$35,000
12	Ukiah - Comprehensive ADA Access Plan Update - <i>Carryover</i>		\$35,000				\$35,000
13	Co. DOT - Orchard Ave. Extension Feas. Study Grant Match - <i>Carryover</i>	\$18,381					\$18,381
14	MCOG - Training	\$43,531					\$43,531
15	Fort Bragg - Transportation Planning for Mill Site Reuse & Rezoning		\$48,125				\$48,125
16	MCOG - Multi-Modal Transportation Planning			\$30,000			\$30,000
17	MCOG - Zero Emissions Vehicle & Alternative Fuels Readiness Plan Update			\$54,000			\$54,000
18	MCOG - Geographic Information System (GIS) Activities		\$5,600				\$5,600
19	MCOG - Ped. Facility Needs Inventory/EFS (S. Coast) - <i>Carryover</i>			\$30,451			\$30,451
20	MCOG - Grant Development & Assistance	\$8,259		\$22,300			\$30,559
21	MCOG - Ped. Facility Needs Inventory/EFS (Inland/N. Coast) - <i>Carryover</i>	\$17,772			\$137,167		\$154,939
22	MCOG - Safe Routes To School ATP Non-Infrastructure Grant - <i>Carryover</i>					\$455,737	\$455,737
	TOTAL	\$226,092	\$221,552	\$340,582	\$137,167	\$455,737	\$1,381,130

TOTAL WORK PROGRAM SUMMARY

Local	\$226,092	Local LTF 2018/19 Alloc.	\$147,816
State	\$1,155,038	Local LTF c/o	\$78,276
Federal	\$0	State PPM 2018/19 Alloc.	\$89,000
TOTAL	\$1,381,130	State PPM c/o	\$132,552
		State RPA 2018/19 Alloc.	\$294,000
		State RPA 2017/18 c/o	\$46,582
		State Sust. Comm. Grant c/o	\$137,167
		State ATP Grant c/o	\$455,737
		Federal	\$0
		TOTAL	\$1,381,130

PROGRAM MATCH		
Local	\$226,092	16.37%
State	\$1,155,038	83.63%
Federal	\$0	0.00%
TOTAL WORK PROGRAM SUMMARY	\$1,381,130	100.00%

Proposed Third Amendment

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2018/2019 FINAL (AMENDED) OVERALL WORK PROGRAM
FUNDING ALLOCATION & EXPENDITURE SUMMARY**

NO.	WORK ELEMENT TITLE	COUNTY DOT	COUNTY DPBS	MTA	CITIES	MCOG STAFF	CONSULT/ OTHERS/ DIRECT COSTS	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination					\$103,081	\$2,250	\$105,331
2	MCOG - Planning Management & General Coordination (Non-RPA)					\$90,475		\$90,475
3	MCOG - Community Transportation Planning					\$10,000	\$250	\$10,250
4	MCOG - Sustainable Transportation Planning					\$10,000		\$10,000
5	City of Ukiah - Update Speed Zone Reports - <i>Carryover</i>						\$6,833	\$6,833
6	Co. DOT - Combined Special Studies	\$60,000						\$60,000
7	MCOG - Planning, Programming & Monitoring					\$95,379	\$7,250	\$102,629
9	Fort Bragg - Street Safety Plan - <i>Carryover</i>				\$42,493 \$11,796		\$11,796 \$42,493	\$54,289
10	MTA - Transit Designs Guidelines Manual						\$35,000	\$35,000
12	Ukiah - Comprehensive ADA Access Plan Update - <i>Carryover</i>						\$35,000	\$35,000
13	Co. DOT - Orchard Ave. Extension Feas. Study Grant Match - <i>Carryover</i>						\$18,381	\$18,381
14	MCOG - Training					\$13,910	\$29,621	\$43,531
15	Fort Bragg - Transportation Planning for Mill Site Reuse & Rezoning				\$7,875		\$40,250	\$48,125
16	MCOG - Multi-Modal Transportation Planning					\$30,000		\$30,000
17	MCOG - Zero Emissions Vehicle & Alternative Fuels Readiness Plan Update					\$8,500	\$45,500	\$54,000
18	MCOG - Geographic Information System (GIS) Activities					\$5,000	\$600	\$5,600
19	MCOG - Ped. Facility Needs Inventory/EFS (S. Coast) - <i>Carryover</i>						\$30,451	\$30,451
20	MCOG - Grant Development & Assistance					\$29,559	\$1,000	\$30,559
21	MCOG - Ped. Facility Needs Inventory/EFS (Inland/N. Coast) - <i>Carryover</i>					\$8,353	\$146,586	\$154,939
22	MCOG - Safe Routes to School ATP Non-Infrastructure Grant - <i>Carryover</i>					\$54,843	\$400,894	\$455,737
	TOTAL	\$60,000	\$0	\$0	\$50,368 \$19,671	\$459,100	\$811,662 \$842,359	\$1,381,130

Note: Some work element numbers have been left blank for potential carryover projects

* **

Reimbursement Rates Used For Calculating Days Programmed (estimate only):

County/Cities/Local Agencies (\$75/hr); Consultants (\$125/hr); MCOG Planning Staff (approx \$36-\$122/hr - various positions, per contract)

* MCOG planning staff funding level based on contracted obligation with DBC Consulting (\$373,641), and includes a 2.94% CPI increase.

In addition, ~~\$23,832.20~~ **\$45,877.90** in carryover funding (\$2,537.73 FY 2014/15 + \$2,363.41 FY 2015/16 + \$18,931.06 FY 2016/17 + **\$22,045.70 FY 2017/18**) is available from under-expending prior years' contracted funding, for a total available of ~~\$397,473.20~~ **\$419,518.90**. FY 2017/18 unexpended funding (if any) will be identified after 6/30/18.

** Consultant mark-up of subconsultant & direct costs is not allowed. Travel costs are limited to Caltrans' approved rates.

WORK ELEMENT (9) CITY OF FORT BRAGG – STREET SAFETY PLAN
(CARRYOVER)

PURPOSE:

To update and broaden the scope of the City’s Residential Streets Safety Plan to include all City streets, retitling the document to the Street Safety Plan. The update will include an analysis of the vehicular, pedestrian, and bicycle circulation and traffic patterns of the City’s street network. It will include the development of recommendations to improve vehicular and pedestrian safety measures, traffic control devices, etc. These recommendations will be used to inform future Active Transportation Program (including Safe Routes to School) grant applications and other traffic calming and circulation improvements throughout the City.

PREVIOUS WORK:

The City prepared the Residential Streets Safety Plan in 2005, and updated it in 2010. The existing plan identifies and prioritizes improvements to facilitate traffic circulation and to enhance pedestrian and bicyclist safety in residential neighborhoods. It assesses safety conditions and identifies key areas of concern with a focus on primary routes to school facilities, public parks, ball fields and other public facilities. The Plan has been helpful in identifying projects for Safe Routes to Schools grant applications and street safety implementation projects. *This is a carryover project from FY 2017/18.*

TASKS:

Tasks 1-2 will be completed in FY 2017/18.

1. *Develop detailed project scope of work and timeline. (City)*
2. *Prepare Request for Proposals (RFP); interview and select consultant; manage consultant; review consultant’s work product (City)*
3. Complete traffic study. (Consultant)
4. Engage in public outreach: (a) Hold two neighborhood meetings to identify specific traffic safety concerns; (b) Conduct community workshop with Council to identify additional concerns. (City, Consultant).
5. Prepare Draft Street Safety Plan. (City)
6. Seek Council direction regarding recommendations. (City)
7. Prepare Final Plan. (City)
8. Council adoption of Street Safety Plan. (City)

PRODUCTS: Request for Proposals; Draft and Final Street Safety Plan.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Estimated Person Days	Budget	Funding Source	Fiscal Year
City of Fort Bragg	71 20	\$42,493 \$11,796	State PPM	2017/2018 <i>C/O</i>
Consultant	12 42	\$11,796 \$42,493	State PPM	2017/2018 <i>C/O</i>
Total	83 62	\$54,289		

ESTIMATED SCHEDULE

Tasks 1-2 completed in FY 2017/18

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
3	x	x	x	x								
4		x	x	x								
5			x	x	x							
6					x	x						
7					x	x						
8					x	x						

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2019-___

AUTHORIZING THE EXECUTIVE DIRECTOR TO
EXECUTE AGREEMENTS REQUIRED TO PROCESS
FEDERAL & STATE FUNDS FOR MCOG APPROVED PROJECTS

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- MCOG manages the annual transportation planning work program for this region, and is eligible to receive, and to distribute to other eligible claimants, Federal and State funding for certain transportation projects, through the California Department of Transportation (Caltrans);
- Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements, and other documents and certifications are routinely required to be executed with Caltrans before any such funds can be claimed;
- In 2002 and 2014, MCOG adopted similar resolutions authorizing the Executive Director to execute related agreements, amendments and other necessary documents for funding of projects already approved by MCOG; and
- MCOG reaffirms its intent to delegate to the Executive Director authorization to execute such agreements and any amendments thereto, and this resolution formalizes and documents MCOG's customary practice of delegating routine matters to the Executive Director; therefore, be it

RESOLVED, THAT:

MCOG's Executive Director is hereby authorized to execute any agreements necessary to administer and process funding of projects already approved or programmed by the Board of Directors.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 4th day of February, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 15c

Reports

MCOG Meeting

2/4/2019

TITLE: Summary of Meetings

DATE PREPARED: 1/28/19

SUBMITTED BY: Marta Ford, Administrative Assistant

BACKGROUND:

Since our last regular MCOG meeting packet, MCOG Administration and Planning staff has attended (or will have attended) the following 37 statewide and local meetings on behalf of MCOG:

Date	Meeting/Event	Location	Staff
12/3/2018	MCOG Board Meeting	Ukiah	Orth, Ellard, Barrett, & Ford
12/4/2018	Dow & DBC Coordination	Ukiah	All Staff
12/4/2018	MTA Finance Meeting	Ukiah	Barrett & Orth
12/5-6/2018	California Transportation Commission	Riverside	Davey-Bates
12/6/2018	Orchard Avenue Feasibility Study Grant	Teleconference	Ellard
12/6/2018	Meeting w/Caltrans District 1 Management	Ukiah	Barrett & Dow
12/7/2018	Air Resources Board/Electrify America	Teleconference	Orth
12/13/2018	Pedestrian Facility Needs Bi-weekly Coordination Meeting	Teleconference	Ellard, Barrett, & Sookne
12/13/2018	Covelo Trail Project PDT	Teleconference	Barrett & Sookne
12/17/2018	Moore & Associates Debriefing	Teleconference	Orth
12/18/2018	Point Arena Status	Teleconference	Sookne
12/20/2018	Active Transportation Plan Non-Infrastructure Monthly Coordination	Ukiah	Ellard & Barrett
12/20/2018	Covelo Right-of-Way Consultant Selection	Ukiah	Barrett & Sookne
12/27/2018	Pedestrian Facility Needs Bi-weekly Coordination Meeting	Teleconference	Ellard & Barrett
1/8/2019	Board of Supervisors –Roads Report & Appointments	Ukiah	Dow & Barrett
1/8/2019	Covelo Trail Project PDT	Teleconference	Barrett & Sookne
1/9/2019	Dow & DBC Coordination	Ukiah	All Staff
1/10/2019	Pedestrian Facility Needs Technical Advisory Group	Teleconference	Ellard, Barrett, & Sookne
1/10/2019	ZEV Plan Update Consultant Selection Committee	Ukiah	Orth & Ellard
1/10/2019	Governor’s Budget Roll-Out Meeting	Teleconference	Barrett
1/10/2019	ChargePoint Project Status Meeting	Ukiah	Orth
1/11/2019	Great Redwood Trail Meeting	Ukiah	Ellard & Barrett
1/15/2019	COG Directors Association of Calif. (CDAC)	Sacramento	Barrett
1/16/2019	MCOG Technical Advisory Committee	Ukiah	Ellard, Barrett, Orth, & Dow
1/16/2019	Pedestrian Facilities Technical Advisory Group (TAG)	Ukiah	Ellard, Barrett, Orth, & Dow
1/18/2019	Covelo ROW Consultant Meeting	Ukiah	Barrett & Sookne
1/22/2019	Dow & DBC Coordination	Ukiah	All Staff
1/22/2019	Caltrans District 1/Regional Transportation Planning Agency Meeting	Teleconference	Barrett
1/22/2019	Board of Supervisors – Emergency Access Report	Ukiah	Barrett

1/24/2019	Pedestrian Facility Needs Technical Advisory Group	Teleconference	Ellard, Barrett & Sookne
1/25/2019	Rural Counties Task Force	Sacramento	Barrett
1/30/2019	California RTPA Group	Rocklin	Barrett
1/30/2019	Mendocino Transit Authority	Ukiah	Ellard
1/30-31/2019	California Transportation Commission	Rocklin	Barrett & Davey-Bates
1/31/2019	Great Redwood Trail Meeting	Ukiah	Ellard
1/31/2019	ZEV Plan Kickoff Meeting	Ukiah	Ellard
1/31/2019	EDFC Economic Development Summit	Ukiah	Barrett

I will provide information to Board members regarding the outcome of any of these meetings as requested.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: None. This is for information only.



**MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT**

Agenda # 15d1
Reports
MCOG Meeting
2/4/2019

TITLE: Caltrans Project Status List

DATE PREPARED: 1/25/19

MEETING DATE: 2/4/19

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND:

Attached is a list provided by Caltrans District 1 of projects planned over the next few years on State Highways in Mendocino County. The list is arranged by route. The date listed in the far right column is the “Ready to List” date, which means the project will be advertised for bids. Construction can typically be expected to begin a few months following that date.

Caltrans will be updating this list periodically, and Board members can expect to see this as a regular item in your packet. This is intended to be primarily informational, but Board members may wish to request additional information on specific projects.

ACTION REQUIRED: None – informational only.

ALTERNATIVES: None identified.

RECOMMENDATION: No recommendation – informational only.

State Route 1 - Mendocino County

<u>Project Name</u>	<u>Funding Program</u>	<u>Subprogram</u>	<u>Route</u>	<u>PM Start</u>	<u>PM End</u>	<u>Location Description</u>	<u>Work Description</u>	<u>RTL Date</u>
Point Arena CAPM	SHOPP	SB1	1	0.0	15.0	Near Point Arena from Sonoma County line to 0.1-miles south of Mill Street	Capital Pavement Maintenance	Oct 2019
Gualala Downtown Enhancements	STIP	RIP	1	0.6	1.0	In Gualala from Center Street to north limits of the community of Gualala	Gualala downtown enhancements	Feb 2019
Widen Shoulders and Install Rumble Strips in Gualala	SHOPP	Safety Improvements	1	6.5	9.5	Near Gualala from 0.4 miles north of Haven Neck Drive to 0.5 miles south of Iverson Road	Widen shoulders and install rumble strips	May 2020
Navarro-Garcia Wetlands Mitigation	SHOPP	Roadside Protection and Restoration	1	6.8	87.9	Near Point Arena and Fort Bragg from 0.6 miles north of Haven Neck Drive to 0.1 mile north of South Fork	Advance wetlands, waters mitigation	June 2019
Manchester Environmental Mitigation	SHOPP	Roadside Protection and Restoration	1	18.5	71.4	Near Manchester from Garcia River Bridge (#10-0113) to 0.1 miles north of Abalodiah Creek	Environmental Mitigation	June 2019
Replace and Upgrade Elk Creek Bridge Rails	SHOPP	Bridge Rail Replacement Upgrade	1	31.4	31.4	Near the community of Elk at Elk Creek Bridge (#10-120)	Bridge rail rehabilitation	May 2020
Construct Turnouts	MINOR A	Drainage System Restoration	1	38.5	74.5	At various locations from 0.3 miles south of Navarro Bluff Road to 0.5 miles south of Blue Slide Gulch Bridge	Construct turnouts	Feb 2019
Navarro Ridge Safety Project - Install Metal Beam Guard Rail (MBGR)	SHOPP	Safety Improvements	1	41.8	42.3	Near Albion from 1.5 miles north of the junction of SR 128 to 0.1 miles south of Navarro Ridge Road	Install Metal Beam Guard Rail	May 2020
Navarro Relocate Drainage and Repair Slope	SHOPP	Drainage System Restoration	1	42.3	42.5	Near Albion from at Navarro Ridge Road	Reconstruct drainage	May 2020
Salmon Creek Bridge Replacement	SHOPP	Bridge Rehabilitation	1	42.4	43.3	Near Albion from 2.2 miles north of the SR 128 junction to 0.2 miles north of Salmon Creek	Replace bridge	March 2022
Mendocino Advance Environmental Mitigation Bank	SHOPP	Bridge Rehabilitation	1	43.3	44.2	On various routes at various locations	Environmental Mitigation	March 2018
Albion River Bridge Replacement	SHOPP	Bridge Rehabilitation	1	43.3	44.2	Near Albion from 23.0 miles north of the SR 128 junction to 0.2 miles north of Albion River	Replace bridge	March 2022
Albion River Bridge Work	MAINT	Bridge Preservation	1	43.7	43.9	Near Albion and Albion River Bridge (#10-0136)	Rehab bridge	June 2019
Bridge Rail Upgrade and Widening - Three Bridges Project: Pudding Creek Bridge, Jack Peters Bridge, Little River Bridge	SHOPP	Bridge Preservation	1	51.87	51.87	In Mendocino County near Fort Bragg at Jack Peters Creek Bridge Pudding Creek Bridge, Jack Peters Creek Bridge, Little River Bridge	Bridge rail upgrade and widening	March 2021

State Route 1 - Mendocino County

Russian River Gulch Bridge Modifications	SHOPP	Bridge Rehabilitation	1	52.4	52.9	Near the town of Mendocino at Russian Gulch Bridge	Bridge Modifications	June 2022
Replace Simpson Lane Roundabout Asphalt	SHOPP	Pavement Rehabilitation	1	59.25	59.25	Near Fort Bragg at Simpson Lane at County Road 414	Replace pavement	Jan 2021
Hare Creek Bridge Rail Upgrade	SHOPP	Bridge Rail Replacement & Upgrade	1	59.7	59.7	Near Fort Bragg at Hare Creek Bridge	Upgrad bridge rails	May 2020
Fort Bragg ADA Project	SHOPP		1	59.8	62.1	In Fort Bragg from the junction with State Route 20 (east) to Pudding Creek Bridge (#10-158)	Install ADA pedestrian infrastructure in the City of Fort Bragg	March 2021
Pudding Creek CAPM	SHOPP	Pavement Rehabilitation	1	62.1	78.9	Near Fort Bragg from Pudding Creek Bridge to 0.6-m north of Wages Creek Bridge (#10-137)	Capital Pavement Maintenance	May 2019
Widen Shoulders near Ward Road	SHOPP	Safety Improvements	1	65.13	65.49	Near Fort Bragg from Maple Street to 0.3-miles north of Ward Avenue	Widen Shoulders	Jan 2022
Widen Shoulders Near Abalobodiah Creek	Safety Improvements	Safety Improvements	1	71.3	71.3	About 6 miles north of Cleone at 1.6 miles north of Ten Mile River Bridge	Widen Shoulders	Mar 2021
Westport Culverts	MINOR A	Drainage System Restoration	1	75.5	88.9	From 1.7-m south of Westport to 1.1-m north of South Fork of Cottoneva Creek Bridge (#10-0142)	Culvert Rehabilitation	Apr 2020

State Route 20 - Mendocino County

<u>Project Name</u>	<u>Funding Program</u>	<u>Subprogram</u>	<u>Route</u>	<u>PM Start</u>	<u>PM End</u>	<u>Location Description</u>	<u>Work Description</u>	<u>RTL Date</u>
Curve improvement and shoulder widening - CAMP 20 Safety Project	SHOPP	Safety Improvements	20	16.8	17.2	17 miles east of Fort Bragg from 0.5 miles west of Road 200A to 0.1 miles	Curve improvement and shoulder widening	Jun 2019
James Creek East Safety - Curve Improvement	SHOPP	Safety Improvements	20	20.1	20.3	About 12 miles west of Willits from 0.1 mile east of James Creek Bridge	Curve improvement	Sept 2021
Shoulder Widening near Willits	SHOPP	Safety Improvements	20	24.7	24.9	Near Willits from 1.0 to 0.8 mile west of Three Chop Road (RD 8146)	Widen Shoulders	Mar 2020
Broaddus Creek Overlay - RHMA-GG (BWC) Overlay		Maintenance	20	26.1	32.8	From 1.2 miles east of Two Rock Lookout Road to Broaddus Creek Bridge #10-0109	RHMA-GG (BWC) Overlay	Dec 2018
Calpella 2 Bridge Replacements	SHOPP	Bridge Rail Replacement and Upgrade	20	33.4	34.2	Near Ukiah at Russian River OH and at Redwood Valley UC	Replace two bridges	May 2021
Upperlake Overlay	SB1	Pavement Preservation	20	40.9	43	On State Route 20 about 9.5-miles west of Upperlake from Cold Creek Bridge (#5) to 0.8-mile	Pavement Overlay	Sept 2018

US 101 - Mendocino County

<u>Project Name</u>	<u>Funding Program</u>	<u>Subprogram</u>	<u>Route</u>	<u>PM Start</u>	<u>PM End</u>	<u>Location Description</u>	<u>Work Description</u>	<u>RTL Date</u>
Hopland CAPM	SHOPP	Pavement Preservation	101	R0	R9.60	In Mendocino County near Hopland from 0.7 miles south of Geysers Road to Hopland overhead bridge	Capital Preventative Maintenance	May 2019
Ukiah Pavement Rehab	Planning	Pavement Rehabilitation	101	21	26.3	Near Ukiah from 0.1-mile north of Robinson Creek Bridge (#10-5) to 0.1-mile north of North State Street Undercrossing (#10-196)	Pavement Rehab	Oct 2022
North State Street Improvements	Planning	NA	101	26	26.4	Near Ukiah from North State Street Undercrossing Northbound to Masonite Road Overcrossing	Improve Northbound Onramp Merge and Seismic Retrofit to Northbound and Southbound Structures	Jul 2023
Ukiah MS Cole Plane AC Pavement & Overlay	SHOPP	Maintenance Facilities	101	27.4	27.4	In Mendocino County near Ukiah Maintenance Station	Ukiah MS Cole Plane AC Pavement & Overlay	Dec 2018
Longvale Overlay		Pavement Preservation (State Funded)	101	55.1	64.7	In Mendocino County near Longvale from 0.4 mile north of Shimmins Ridge Rd to Long Valley CR BR #10-	Overlay	Mar 2023
Moss Cove, Irvine Lodge and Empire Camp Rehab Safety Roadside Rest Area	SHOPP	Safety Roadside Rest Area Restoration	101	58.9	82.5	In Mendocino County near Laytonville at Moss Cove Safety Roadside Rest Area (SRRRA); Also at Irvine	Rehab Safety Roadside Rest Area	Jun 2020
Rehabilitate Culverts	SHOPP	Drainage System Restoration	101	63.9	105.9	In Mendocino County on Route 101 at various locations from 0.5 mile north of Long Valley Creek Bridge	Rehabilitate Culverts	Feb 2021
Laytonville Overlay		Pavement Preservation (State Funded)	101	69.3	74.8	In Mendocino County near Laytonville from Ramsey Rd to 4.4 miles south of Spy Rock Rd	Overlay	Mar 2019

State Route 162 - Mendocino County

<u>Project Name</u>	<u>Funding Program</u>	<u>Subprogram</u>	<u>Route</u>	<u>PM Start</u>	<u>PM End</u>	<u>Location Description</u>	<u>Work Description</u>	<u>RTL Date</u>
South Eel River Bridge Seismic	SHOPP	Bridge Seismic Retrofit	162	8.2	8.2	Near Longvale at South Eel River Bridge (#10-236)	Seismic upgrades	Jan 2021
Rodeo Creek Slide II Stabilize Roadway	SHOPP	Major Damage Restoration (Permanent)	162	11.5	11.8	Near Dos Rios from 1.4 to 1.7 miles east of Rodeo Creek Bridge (#10-237)	Stabilize Roadway	Mar 2021
Super-Elevation Improvement	SHOPP	Safety Improvements	162	17.4	17.8	Near Dos Rios from 1.0 miles east of the middle way to 1.3 miles east of the middle	Super elevation improvement and place high friction surface treatment	Apr 2019

State Route 271 - Mendocino County

<u>Project Name</u>	<u>Funding Program</u>	<u>Subprogram</u>	<u>Route</u>	<u>PM Start</u>	<u>PM End</u>	<u>Location Description</u>	<u>Work Description</u>	<u>RTL Date</u>
McCoy Creek Revegetation	SHOPP	Bridge Preservation	271	17.7	18	Near Piercy from 0.7 miles north of SR 271/101 separation to 0.4 miles south	Mitigation Planting and Monitoring	Jul 2020



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 15d2

Reports

MCOG Meeting

2/4/2019

TITLE: AB 1234 Ethics Training (On Demand) Available

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE: 1.23.2019

BACKGROUND:

This year, MCOG staff decided to join the California Special Districts Association as a member. Several benefits make this a worthwhile investment of funds budgeted for Administration (discounts on training and conferences, website hosting discount, and online resources).

As a benefit of MCOG's membership, required Ethics AB1234 Compliance Training is available at no charge to board members and staff through March 15, 2019.

For those Council members who are required to take the training, this two-hour on-demand webinar can be accessed through our staff's log-in credentials on the CSDA website, from an agreed upon location. Staff would certify attendance of individuals. Certificates can be generated on completion of the webinar.

Let us know if you wish to take advantage of this opportunity, and we will schedule the training.

ACTION REQUIRED:

None; this opportunity is optional.

ALTERNATIVES:

There are other options to acquire this training through various resources.

RECOMMENDATION:

None, this is for information only.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 15d3
Reports
MCOG Meeting
2/4/2019

TITLE: MCOG's New Website Transition Completed (www.mendocinocog.org)

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 1.16.2019

BACKGROUND:

I'm pleased to report that our new website is now live at [http://www.mendocinocog.org/](http://www.mendocinocog.org) as planned. This has been a project of mine over the past several years, with the support of staff, Executive Committee and the Council—thank you. It is the third version; I created MCOG's first website in 1999, then rebuilt it in 2004 with ABAG's assistance as host/tech support (good for nearly 15 years).

As the software aged and web-based tools became more prevalent, the old site became obsolete; in fact I was unable to access it through our servers for much of the past year. So in seeking solutions, I came upon the service provided by Streamline, designed for special districts, JPAs and similar agencies, keeping us in compliance with the many requirements in a user-friendly format. I believe it has been a very economical and beneficial choice of platform for MCOG's site, with excellent, responsive technical support and training available.

So the Streamline site has been up for the past two years, alongside [http://www.mendocinocog.org/](http://www.mendocinocog.org). We still have both URL addresses/domain names, as well as .com, which forwards. All roads lead to the new site. The old site is no more.

I developed this content and will continue to upload both news and archives. I intend to do some cross training of our staff for keeping the site current. Particularly, we want to develop each of the Community pages. It has been a pleasure and an honor to have this creative design project, from writing blog posts to photography to working with all of the wonderful people behind the scenes.

Let me know of any improvements or ideas you would suggest for the website. I hope you will find it useful. Note that all of the MCOG meeting agendas, notices and other resources are posted there. I will be glad to answer questions at our meeting or at any other time.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION:

For information only. Enjoy the new website and advise staff of any suggestions for making it more useful to both MCOG members and the general public.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 15e1
Reports
MCOG Meeting
2/4/2019

TITLE: FY 2019/20 Draft Transportation Planning Overall Work Program

DATE PREPARED: 1/24/19

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 2/4/19

BACKGROUND:

We are now in the process of developing the Draft FY 2019/20 Transportation Planning Overall Work Program (OWP), which is due to Caltrans by March 1. The Draft OWP is expected to include routine MCOG planning staff work elements, possible local agency projects, required local match for two Caltrans grant projects (*if awarded*), as well as a reserve of a portion of the funds needed for the next Pavement Management Program (PMP) update project (in FY 2020/21).

Only two applications were received from local agencies requesting transportation planning projects in the FY 2019/20 OWP, as follows:

County Department of Transportation – Combined Special Studies (\$60,000)

City of Fort Bragg – Central Business Connection Project (\$55,000) – *MCOG staff notes this is a “preliminary engineering” project, rather than planning, and is likely not eligible for planning funds.*

MCOG planning staff work elements will be based on estimates, as exact amounts will not be known until a new (or renewed) contract is awarded by MCOG. *The five-year MCOG planning contract with Davey-Bates Consulting expires September 30, 2019, unless extended.*

The Technical Advisory Committee (TAC) began initial discussion of proposed work elements and funding needs at their January 16 meeting. The FY 2019/20 Draft OWP will be prepared for TAC review and recommendation at the February 20 TAC meeting, for submission to Caltrans by the March 1 due date.

Caltrans will review the Draft and provide comments in the spring, and any needed adjustments will be made. The Final Overall Work Program will then be presented for TAC review and recommendation in May, and for MCOG approval in June during the annual budget process.

ACTION REQUIRED: Information only. MCOG approval is not required on the Draft OWP, but will be requested on the Final OWP in June.

ALTERNATIVES: N/A

RECOMMENDATION: Information only.