



MENDOCINO COUNCIL OF GOVERNMENTS

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www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

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Transportation Planning: Suite G
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AGENDA

Monday, October 2, 2023 at 1:30 p.m.

Primary Location:

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

Teleconference Locations:

Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg
Point Arena City Hall, 451 School St., Point Arena
Caltrans District 1, 1656 Union St., Eureka

General Public Teleconference:

Zoom videoconference link is provided by request. Please submit access request to info@mendocinocog.org or call MCOG Administration at (707) 463-1859.

Audio Call-in Option: 1 (669) 900-6833 (in CA)
Meeting ID: 852 3186 7010 Passcode: 638173

Attachments Posted

[Board of Directors - Mendocino Council of Governments \(mendocinocog.org\)](https://www.mendocinocog.org)

Additional Media

For live streaming and later viewing:

[Mendocino County Video](https://www.mendocinocog.org) or find
[YouTube link at http://www.mendocinocog.org](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)

NOTICE: As of March 2023, the Mendocino Council of Governments returns to in-person meetings, in a new format. Staff and a potential quorum will meet in the Board of Supervisors chambers in Ukiah. Also, board members will join remotely by teleconference (audio and video) from City Hall locations in Fort Bragg and Point Arena. Policy Advisory Committee member(s) will join from Caltrans District 1 office in Eureka. The general public may join from any of these posted locations or by calling in to the teleconference.

Several ways to make public comments to MCOG's Board of Directors are available:

- In advance of the meeting: comments may be sent by email to info@mendocinocog.org or by using the form at <https://www.mendocinocog.org/contact-us>, to be read aloud into the public record. Please submit by 10:00 a.m. on the meeting date to ensure comments are received timely, and include the agenda item number(s) addressed.
- During the meeting: make oral comments in person, or on the conference call by phone or video, when public comment is invited by the Chair.

Thanks to all for your interest and cooperation.

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

1. Call to Order and Roll Call
2. Assembly Bill 2449 Notifications and Considerations – *to receive and address requests from Board members to participate in the meeting from a non-posted location, subject to conditions set forth in AB 2449*
3. Discussion/Direction and Possible Action to Approve Engagement of Consultant for Procurement of Comprehensive Staffing to Start Fiscal Year 2024/25
4. Convene as RTPA
5. Recess as RTPA – Reconvene as Policy Advisory Committee

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.

6. Approval of August 14, 2023 Minutes
7. Adoption of Resolution No. M2023-___* Approving the FY 2023/24 Project List for the California State of Good Repair Program – *Mendocino Transit Authority – Ukiah Transit Center*
8. Technical Advisory Committee Recommendation of September 27, 2023: Approval of Second Amendment to Fiscal Year 2023/24 Transportation Planning Overall Work Program (OWP)
9. Adoption of Addendum to the 2017 Initial Study/Mitigated Negative Declaration for the Covelo State Route 162 Corridor Multi-Purpose Trail

PUBLIC EXPRESSION – *Please refer to notice at top of this Agenda.*

10. 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

11. **Public Hearing:** Adoption of Resolution No. M2023-___* Approving Federal Transit Administration (FTA) Section 5310 Grant Program Regional Priority List
12. Second Amendment to Fiscal Year 2023/24 RTPA Budget – *to reconcile FY 2022/23 Local Transportation Funds (LTF) shortfall and LTF Reserve withdrawals with FY 2023/24 LTF available for allocation*

RATIFY ACTION

13. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee

REPORTS

14. Reports – Information – *No Action*
 - a. Caltrans District 1 – Projects Update and Information
 - b. Mendocino Transit Authority
 - c. Great Redwood Trail Agency
 - d. MCOG Staff - Summary of Meetings

- e. MCOG Administration Staff
 - i. Covelo SR 162 Corridor Multi-Purpose Trail Project – *verbal report*
 - ii. RuralREN (Regional Energy Network) – *verbal report*
 - iii. Senate Bill 125 – Transit & Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP)
 - iv. Miscellaneous
 - v. Next Meeting Date – Monday, November 6, 2023
- f. MCOG Planning Staff
 - i. Feasibility Study - Mendocino Transit Authority's Ukiah Transit Center
 - ii. Sustainable Transportation Planning Program and Recent Grant Awards – *verbal report*
 - iii. Miscellaneous
- g. MCOG Directors
- h. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

15. Adjourn

AMERICANS WITH DISABILITIES ACT (ADA) and TRANSLATION REQUESTS

Persons who require special accommodations, accessible seating, or documentation in alternative formats under the Americans with Disabilities Act, or persons who require interpretation services (free of charge) are advised to contact the MCOG office at (707) 463-1859, **at least five days** before the meeting.

Las personas que requieren alojamiento especial, asientos accesibles, o documentación en formatos alternativos de acuerdo con la Ley de Estadounidenses con Discapacidades, o personas que requieren servicios de interpretación (sin cargo) deben comunicarse con MCOG (707) 463-1859, por lo menos cinco días antes de la reunión.

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 agendized, 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 9/25/2023

* Next Resolution Number: M2023-09





MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #3
MCOG Meeting
10/2/2023

STAFF REPORT

TITLE: Engagement of Regional Analysis and Planning Services for Development of an RFP and Procurement for MCOG & SAFE Administrative and Planning Staff Services
DATE PREPARED: 09/22/23
MEETING DATE: 10/02/23

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND:

Staffing for the Mendocino Council of Governments is provided through contracts with private consulting firms. In 2014, a competitive procurement process was followed which included separate Requests for Proposals for the administration and planning functions. The RFPs indicated an initial contract period of five years, with up to five one-year extensions. Contracts were awarded to Dow & Associates for administration and fiscal services and to Davey-Bates Consulting for planning services consistent with the terms identified in the RFP. Following the initial five-year contract period, extensions have been executed with both contractors for each of the subsequent five years. The current extension period is through September 30, 2024.

Options for continued staffing services beyond the current period were discussed at the July meeting of the Executive Committee. Without the option of additional extensions, a new procurement process will need to be conducted for ongoing staffing contracts. Because the current contractors are potential proposers, MCOG staff cannot be involved in developing or conducting that process. The Executive Committee discussed the possibility of contracting with Regional Analysis and Planning Services (RAPS), the non-profit arm of the Association of Monterey Bay Area Governments, to conduct the process. The majority of the work done by RAPS is focused on assisting with staffing and recruiting for regional government agencies. Although the Executive Committee did not have a firm proposal on which to make a formal recommendation at the time of the meeting, they did direct staff to take an item to the full MCOG Board to consider engaging RAPS for these services. Alternatively, any member agency of MCOG could identify staff to conduct the procurement process.

RAPS has given two options for services—developing the RFP only or conducting the full procurement. Their fees for the first option are \$2200 and \$6600 for the second option. As a government agency, MCOG is able to enter into a contract with them without a competitive procurement process.

If the Board is interested in contracting with RAPS for these services, they may authorize the Chair to work with RAPS to finalize and execute a contract. If this action is taken, the Board may also wish to identify members or either the Executive Committee or an ad hoc committee to work with RAPS throughout procurement.

A draft contract with RAPS' scope of work and cost proposal will be added to this agenda packet as soon as available.

POSSIBLE ACTION: If the Board would like to contract with RAPS, they may authorize the Chair to work with RAPS to finalize and execute a contract. If this action is taken, the Board may also wish to identify members or a committee (Executive or ad hoc) to work with RAPS during the process.

ALTERNATIVES: The Board may wish to discuss other options for continued staffing or procurement or continue this item to a future meeting.

September 25, 2023

To: MCOG Board of Directors
From: Janet Orth, Deputy Director & CFO
Subject: Consent Calendar of October 2, 2023

The following agenda items are recommended for approval/action.

6. Approval of August 14, 2023 Minutes – *attached*
7. Adoption of Resolution Approving the FY 2023/24 Project List for the California State of Good Repair Program – Mendocino Transit Authority – Ukiah Transit Center – New funds of \$154,379 are requested for this project, within the balance available.
– *Staff report and draft resolution with exhibit attached*
8. Technical Advisory Committee Recommendation of September 27, 2023: Approval of Second Amendment to Fiscal Year 2023/24 Transportation Planning Overall Work Program (OWP) – It is anticipated that the TAC will review and recommend this amendment to add a Caltrans grant award of \$190,340 for the Noyo Harbor Multimodal Circulation Plan and to add \$14,690 from Project Reserve to City of Fort Bragg's Central Business District Parking Evaluation project as requested. Total OWP funding will increase from \$1,086,672 to \$1,277,011, an increase of \$190,340. If the TAC makes a different recommendation, this item will be pulled from Consent for discussion/action.
– *Staff report and amended financial summaries and Work Element pages attached*
9. Adoption of Addendum to the 2017 Initial Study/Mitigated Negative Declaration for the Covelo State Route 162 Corridor Multi-Purpose Trail – This will be the second addendum to this document. Changes to the project are limited to the area around the Mill Creek bridge crossing and a trail realignment adjacent to Round Valley Indian Reservation Headquarters Cemetery. No additional changes to the project are proposed.
– *Proposed addendum attached*

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #6
Consent Calendar
MCOG Meeting
10/2/2023

MINUTES

Monday, August 14, 2023

Primary Location:

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

Teleconference Locations:

Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg
Point Arena City Hall, 451 School St., Point Arena
Caltrans District 1, 1656 Union St., Eureka

General Public Teleconference by Zoom

ADDITIONAL MEDIA:

[Mendocino County Video](#) or find
[YouTube link at http://www.mendocinocog.org](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)

1. Call to Order and Roll Call. The meeting was called to order at 1:30 p.m. with Directors present: Dan Gjerde, Mike Carter, and Josephina Duenas in Ukiah; Bernie Norvell in Fort Bragg; Jeff Hansen in Point Arena; and Tatiana Ahlstrand (Caltrans/PAC) in Eureka. Greta Kanne was excused. John Haschak joined from a location without agenda notice and therefore did not vote.* Chair Gjerde presiding.

Staff present in Ukiah: Nephele Barrett, Executive Director; Janet Orth, Deputy Director & CFO; Loretta Ellard, Deputy Planner; James Sookne, Program Manager; and Jody Lowblad, Administrative Assistant.

Staff present by Zoom: Lisa Davey-Bates, Transportation Planner; Alexis Pedrotti, Program Manager; and Michael Villa, Project Coordinator.

2. Assembly Bill 2449 Notifications and Considerations. This item is to receive and address requests from Board members to participate in the meeting from a non-posted location, subject to conditions set forth in AB 2449. There were no such requests. – *Clerk's note: a quorum was not present in the primary location as required to approve any requests.*

3. Convene as Convene as RTPA

4. Recess as RTPA – Reconvene as Policy Advisory Committee

5 - 8. Consent Calendar. The Chair invited comments; none were heard. Upon motion by Carter, second by Norvell, and carried unanimously on roll call vote (*6 Ayes – Carter, Hansen, Norvell, Duenas, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Kanne and Haschak**): IT IS ORDERED that consent items are approved.

5. Approval of June 5, 2023 Minutes – as written

6. Approval of July 10, 2023 Executive Committee Minutes – as written

- 7. Approval of First Amendment to Fiscal Year 2023/24 Transportation Planning Overall Work Program (OWP)** – *To carry over and reprogram planning funds unexpended in 2022/23, for Work Elements 1, 2, 3, 4, 5, 7, 8, 12, 13, and 14 and Project Reserve. Total OWP funding increased from \$894,365 to \$1,086,672, an increase of \$192,307. The Executive Director is authorized to sign certifications and a revised OWP Agreement as needed and forward to Caltrans as required.*
- 8. Fiscal Year 2023/24 RTPA Budget Amendment: Adoption of Resolution Revising Allocation of 2023/24 LTF, STA, and FY 2022/23 Carryover Capital Reserve Funds to Mendocino Transit Authority** – *To move \$705,462 of Capital Reserve funds from Long-Term to current year 2023/24 for purchase of a zero-emission, battery-electric bus with charging infrastructure, providing a local match for Federal Transit Administration (FTA) Section 5339 program funding, at a total cost of approximately \$1.2 million.*

Resolution No. M2023-07

Revising Allocation of 2023/24 LTF, STA, and
FY 2022/23 Carryover Capital Reserve Funds to Mendocino Transit Authority
(Reso. #M2023-07 is incorporated herein by reference)

- 9. Public Expression.** None.

10. Presentation and Acceptance of Draft (Proposed Final) Feasibility Study - Mobility Solutions for Rural Communities of Inland Mendocino County – AMMA Transit Planning. Ms. Ellard summarized the item, referring to her written staff report. She noted a good public engagement process throughout the study and by the project’s Technical Advisory Group. Proposed solutions have been refined and adjusted for today’s presentation. The final report is not expected to be approved by MCOG, only accepted, as solutions would be projects of both MCOG and MTA. Executive Director Barrett explained how the five communities of Covelo, Laytonville, Brooktrails, Potter Valley and Hopland were selected for study. They represent a range of remoteness and are places that repeatedly appear on the annual unmet transit needs list; it is recognized that these are not the only remote communities in the county. Positive feedback was heard from the public on recommendations made, a result of close collaboration among stakeholders. Ms. Barrett introduced the AMMA team of four present on the teleconference. Ms. Heather Menninger and Ms. Selena Barlow gave a slide presentation. Highlights included:

- Why MCOG undertook this study
- How the team developed its recommendations
- Participants, contributors and partners
- Challenges of serving rural residents with public transit
- Existing transportation resources
- Innovative solutions for rural mobility
- Framework for recommendations and key findings
- Action Plan for services with estimated costs, potential funding sources
- Countywide mobility programs to consider
- Recommended roles and responsibilities
- A three-year implementation plan.

Discussion included:

- Appreciation for this detailed presentation, agreement with characterization of needs. Thanks for the program, looking forward to implementing some of the recommendations. (Haschak)

- Thanks to AMMA for a job well done, MTA’s input shows in this report. Going in the right direction identifying community needs. MTA has a lot to offer in these solutions. (Jacob King, MTA)
- FTA Section 5310 funding is primarily for elder and disabled services, so percentages of those served need to be identified. (Gjerde, King)
- California Air Resources Board (CARB)’s Clean Mobility program is an opportunity in the transition to electric transportation, as solid-state lithium batteries that increase vehicle ranges will cause a renaissance to happen. (King)
- Local Transportation Funds (LTF) can be used as long as it does not take away LTF for those currently served. More funding bills and new sources are coming, but will take time. Steps in the process can phase these in. Still coming out of pandemic, fare revenues not restored yet. (Gjerde, King)

Public input was invited, including:

- Saprina Rodriguez, MTA Chair: Questions about North Coast Opportunities (NCO)’s role and who is served by 5310 funds. Concern for use of LTF; could be solving one problem while creating another. MTA is using existing LTF funds as best they can. There may be impacts of unintended consequences, as well as potential efficiencies. This study validates the need for public transit services, so more funds are needed. AMMA response: Appreciates those points. Services proposed for LTF funding are minimal and very modestly priced.
- Dr. Andy Cohen, Mendocino County Health Officer: Appreciates this work, suggestion of Medi-Cal as another funding source for perinatal transportation services, and could make referrals. Thanks for a heroic effort, offered his help. AMMA response: Medi-Cal reimbursement funds may be available, though the process can be difficult to navigate.

Ms. Barrett responded to comments about limited LTF funds, acknowledging the issue and noting efficiencies and possible cost savings, and other funding sources to be explored in the upcoming Short Range Transit Development Plan update. Implementation will take more steps and decision making by MCOG and MTA.

Upon motion by Norvell, second by Carter, and carried unanimously on roll call vote (*6 Ayes – Carter, Hansen, Norvell, Duenas, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Kanne and Haschak**): IT IS ORDERED that the draft final “Feasibility Study – Mobility Solutions for Rural Communities of Inland Mendocino County is accepted, as Volume 1 – Five Communities’ Transportation Needs Assessment; Volume 2 – Mobility Solutions Research and Analysis Report; and Volume 3 – Rural Mobility Action Plan” with the funding note in Volume 3 to be edited to list all contracts and subcontracts as required, and with the title of Volume 3 to be changed to “Final.”

11. Technical Advisory Committee and Executive Committee Recommendations of May 24, 2023 and July 10, 2023. Ms. Barrett introduced both items, summarizing her written staff report. Staff worked with the TAC and Executive Committee to develop recommendations. She explained significant changes to State priorities, away from capacity increasing projects and toward multimodal transportation. The proposed criteria and revised materials reflect those changes. In board discussion, Chair Gjerde suggested clarifying edits to Project Rating Criteria; staff agreed. Public comment was invited and none heard.

- a. Approval of 2024 Regional/State Transportation Improvement Program (R/STIP) Policies and Priorities.
- b. Adoption of Resolution Establishing General Policies for the Commitment of Regional Improvement Program Shares for the State Transportation Improvement Program

Upon motion by Norvell, second by Carter, and carried unanimously on roll call vote (6 Ayes – Carter, Hansen, Norvell, Duenas, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Kanne and Haschak*): IT IS ORDERED that, as recommended by the Technical Advisory and Executive Committees and staff, 1) the revised STIP funding criteria and score values, application, scoring sheet, and instructions are approved as amended and 2) the resolution updating MCOG’s STIP funding policies to reflect current state and local conditions and priorities is adopted.

Resolution No. M2023-08

Establishing General Policies for the Commitment of Regional Improvement Program Shares for the State Transportation Improvement Program
(Reso. #M2023-08 is incorporated herein by reference)

12. Discussion and Possible Direction: 2024 State Transportation Improvement Program

(STIP) Fund Estimate and Regional Transportation Improvement Program (RTIP). Program Manager Sookne summarized his written staff report. The California Transportation Commission’s target estimate totals \$11,731,000 for the region, to be adopted at their August meeting. Ms. Barrett clarified direction sought at this stage. About \$2 million needs to be reserved for the Gualala Downtown Streetscape project.

Chair Gjerde suggested waiting for proposals to come in and then decide. Ms. Barrett noted steps in the process to keep to a required timetable: TAC to recommend on projects in October, staff to present a draft RTIP for board review and discussion in November, and adoption in December. It would be reasonable to hold off on deciding an amount to reserve and wait for other funding needs to emerge. Staff likes to let applicants know amounts available, but it is not necessary to know the final amount.

In further discussion, Director Gjerde had not heard any preferences to move away from the two earmarked projects, the County’s North State Street Intersection/Interchange and Gualala. Sookne clarified that North State Street is now fully allocated, so only Gualala’s project needs to be earmarked now. Discussion of \$3 million reserved in the 2022 RTIP; Ms. Barrett explained reasoning to reduce to \$2 million. Staff received the direction they needed. No action was taken.

13. Amendment of Local Transportation Fund (LTF) Reserve Policy Adopted April 2, 2001.

Ms. Orth summarized staff’s recommendation as described in her written report, with a brief history of the reserve fund, how accounting of the revenues has changed from cash basis to accrual, thereby moving dates that reports are made, and the availability of data online. The proposed amendments would eliminate unnecessary steps and allow more timely withdrawals when needed for cash flow, subject to ratification by the Council and annual fiscal audit. Mendocino Transit Authority is the beneficiary of the reserve fund when LTF revenues fall short of budget allocations, as is the case for FY 2022/23. The Council had adopted a budget that set aside more than the policy’s minimum allocation to the LTF Reserve, so that the funds are available to make whole the allocation to MTA for public transit. There were no questions or comments made.

Upon motion by Carter, second by Duenas, and carried unanimously on roll call vote (6 Ayes – Carter, Hansen, Norvell, Duenas, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Kanne and Haschak*): IT IS ORDERED that staff’s proposed amendments to the LTF Reserve Policy are approved, in order to facilitate efficient and timely withdrawals for eligible uses of the fund, consistent with current fiscal conditions and the Transportation Development Act.

14. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Carter, second by Duenas, and carried unanimously on

roll call vote (5 Ayes – Carter, Hansen, Norvell, Duenas, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Kanne and Haschak*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

15. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Ahlstrand reported a second cycle opening for Climate Adaptation Planning grants with no local match required. Grant awards will be announced August 31 for Sustainable Transportation Planning, and a FY 2024/25 call for applications will open in October, due in January. The Clean California program will announce another round of project awards in December, with 24 applications received, five of those from Mendocino County. A recent dump day in Willits was a success, with the equivalent of 19 semi-truckloads worth of waste collected. More events are planned in Ukiah, Boonville and other countywide locations this fiscal year. The Ukiah-based special persons program crew has collected 7.6 semi-truckloads worth of litter along the highway. The Covelo Downtown construction project has been awarded and will be built this season. District 1 is working with MTA to apply for a Clean California partnership grant for a transit stop in Redwood Valley. An open house August 16 will discuss proposed changes to the Willits Bicycle Safety Enhancement project for a Main Street/State Route 20 “road diet” including bike lanes.
- b. Mendocino Transit Authority. General Manager King reported on MTA’s Short Range Transit Development Plan update now ongoing; a community workshop in July was well attended with good input received. The zero-emission battery-electric busses have been in service for over a year, full-time in Willits and planned for Fort Bragg next year. MTA received a new all-electric 35-foot bus, however due to supply-chain delays has not yet received the charging infrastructure for it.
- c. Great Redwood Trail Agency. (Director Haschak had to leave the meeting at 3:00 p.m. and left a report in the chat panel read by staff.) GRTA held two outreach meetings in Alderpoint and Hopland at the end of July. There was a lot of talk about job opportunities, especially at the Alderpoint meeting. On Thursday, August 17, the agency will conduct interviews for the Executive Director position.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to the written report. Ms. Ellard noted a correction that she did not attend CALCOG’s Legislative Day in Sacramento.
- e. MCOG Administration Staff
 - i. Covelo SR 162 Corridor Multi-Purpose Trail Project. Ms. Barrett reported continuing construction and hopes for completion within the current season. There have been complications with biological and cultural resources in the area, but there is progress.
 - ii. RuralREN (Regional Energy Network). Ms. Barrett gave a synopsis of the REN organizations in California and how this one is different; it is the first to include both public agencies and community based organizations. Previously, at MCOG Board direction, staff had explored ways to have a regional role in climate action. The RuralREN was under development, led by Redwood Coast Energy Authority, who offered Mendocino and Lake regions a chance to join in 2022. The California Public Utilities Commission took action on June 29, 2023 to approve the RuralREN formation and business plan as proposed. Some of its programs will be similar to Sonoma Clean Power’s rebate programs, but funded with utility providers’ public goods charges. A wide array of other programs include residential, commercial, public sector, finance and workforce education and training. The launch is

anticipated in early 2024. MCOG has support of the other member organizations with expertise. The goal is to serve hard-to-reach customers. She expected to have more details at the next Council meeting.

iii. *Miscellaneous*. None.

iv. *Next Meeting Date*. Monday, October 2, 2023.

f. MCOG Planning Staff

i. *Feasibility Study - Mendocino Transit Authority's Ukiah Transit Center*. Deputy Planner Ellard gave a brief update, noting three locations remaining under consideration after evaluation of a range of potential sites. Input from MTA is anticipated at their next board meeting.

ii. *Miscellaneous*. Ms. Ellard reported several items, including a Safe Streets For All grant program cycle, and Caltrans Sustainable Transportation Planning grants. – *refer to #15a*

g. MCOG Directors. (Ms. Barrett again read Director Haschak's report.) CALCOG reported \$5 billion in funding for transit operations and capital funding. Guidelines will be out by September 30 and funding will flow to regional agencies in January. Also, thanks to Caltrans for the Free Dump Day in Willits—it was very popular.

h. California Association of Councils of Governments (CALCOG) Delegates. See above report.

16. Adjournment. The meeting was adjourned at 3:19 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director & CFO



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #7
Consent Calendar
MCOG Meeting
10/2/2023

TITLE: Resolution Approving State of Good Repair Project List for FY 2023/24

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 9/22/2023

BACKGROUND:

The State of Good Repair (SGR) program is a transit capital funding program created by the Road Repair and Accountability Act of 2017, also known as Senate Bill 1 (SB 1). This funding source is derived from a fee on vehicle registrations. SGR is a capital program, and cannot be used for operations or project development as a stand-alone project. Eligible uses of SGR funds include:

- Transit capital projects to maintain, repair or modernize a transit operator's existing transit fleet or facilities,
- Design, acquisition, and construction of new vehicles or facilities that improve existing transit services, and
- Services that complement local efforts for repair and improvement of local transportation infrastructure.

Updated SGR Guidelines were approved in July 2022, posted at [State of Good Repair | Caltrans](#) along with related program information. Transit operators submit project lists directly to Caltrans in the CALSMART online reporting tool. Projects must be approved by Regional Transportation Planning Agencies. Mendocino Transit Authority (MTA) submitted its 2023/24 SGR Project List by September 1 as required.

The State Controller distributes the funds by the same formula as for State Transit Assistance. Allocated revenues have been received by MCOG at approximately \$129,000 to \$149,000 per year. The SGR revenues are received quarterly in MCOG's fund account. Up to four years of funding can be accrued for a project. Once the project is started, four years are allowed for expenditure, allowing up to a total of eight years from the allocation year to expend the funds.

MCOG has allocated SGR funds for Fiscal Years 2017/18, 2018/19, 2019/20, 2020/21, 2021/22 and 2022/23. Two projects were completed in 2021, for rehabilitation and facility upgrades in Ukiah and Fort Bragg. On October 1, 2021, MCOG approved by resolution MTA's proposal to apply all of the remaining SGR funds to the purchase of three battery-electric busses with related infrastructure, to be deployed in Willits and Fort Bragg. While earlier cycles were programmed for a new Ukiah Transit Center, that project was dropped from the project list due to the limited timeline for expenditure of SGR funds. Last year, with MCOG's planning project underway to locate a transit center site, MTA again proposed to use FY 2022/23 SGR funds for the Ukiah Transit Center. For 2023/24, MTA seeks to add SGR funds to the Ukiah Transit Center project.

MCOG had an audited SGR fund balance of \$543,386 at June 30, 2022. MTA has claimed \$119,396 to date. Actual revenues were added in 2022/23 of \$148,688, for an unaudited fund balance of \$692,074. Adding estimated new revenue of \$154,817, less \$537,203 reserved for the vehicles and \$149,139 for the transit center, balance available is \$160,549. MTA proposes \$154,379 of new SGR funds.

ACTION REQUIRED:

By resolution, approve MTA's State of Good Repair Project List for FY 2023/24.

ALTERNATIVES:

The Council could reject the proposed project list or request revisions. – *not recommended*

RECOMMENDATION:

Adopt the resolution with exhibit, approving the FY 2023/24 State of Good Repair Project List.

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2023-___

APPROVING THE FY 2023/24 PROJECT LIST FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- Senate Bill 1 (SB 1), the Road Repair & Accountability Act of 2017, established the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair;
- MCOG is an eligible project sponsor that receives and distributes State Transit Assistance and State of Good Repair funds to eligible project sponsors (local agencies) for eligible transit capital projects; and
- Mendocino Transit Authority, as an eligible sub-recipient, has proposed a Fiscal Year 2023/24 Project List for State of Good Repair Program funds, attached as **Exhibit A**, pledging estimated funds of \$154,379 to the Ukiah Transit Center project; and
- MCOG concurs with the proposed list of eligible projects to be funded with available SGR funds and other sources available to MTA; therefore, be it

RESOLVED, THAT:

The Mendocino Council of Governments approves the Fiscal Year 2023/24 Project List and finds that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all State of Good Repair funded transit capital projects.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 2nd day of October, 2023, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

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

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair

Submittal Report

Reso. M2023-____
Exhibit A
2 pages

SGR-C14-FY22/23-6241-001

FY 22/23

Submittal Details

Program State of Good Repair Program	Agency Mendocino Transit Authority	Date Created 08/30/2022	Date 08/30/2022	Date 10/06/2022
Address 241 plant rd	City ukiah	State CA	Zip Code 95482	
Contact Jacob King		Contact Title Executive Director		
Contact Phone (707) 234-6444		Contact Email Jacob@mendocinotransit.org		
Support Documentation Draft attached/ Final to be presented 9/28/22		Additional Information		

Project Details

Title	Description	Asset Type	Project Category	Est. Useful Life	Est. Project Start Date	Est. Project Completion Date	Est. 99313 Costs	Est. 99314 Costs
Ukiah Transit Center	Development and construction of a multi-modal transit center in	Passenger Facilities	Modernization	30	07/01/2023	07/01/2027	\$138,967	\$10,172



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

TITLE: Second Amendment to FY 2023/24 Overall Work Program

DATE PREPARED: 9/25/23

SUBMITTED BY: Alexis Pedrotti, Project Manager

MEETING DATE: 10/2/23

BACKGROUND:

As you may recall, the Final Overall Work Program (*totaling \$894,365*) was adopted by MCOG on June 5, 2023; the Board recently adopted the First Amendment to the Overall Work Program (totaling \$1,086,672) on August 14, 2023; now staff is presenting a Second Amendment to the Overall Work Program for FY 2023/24. Included in the proposed Second Amendment are two (2) items for consideration: 1.) the inclusion of MCOG's recently awarded Caltrans Sustainable Transportation Planning Grant award to complete the Noyo Harbor Multimodal Circulation Plan; 2.) the City of Fort Bragg is requesting additional funding to support the Central Business District Parking Evaluation Carryover Project.

As mentioned above, MCOG was recently notified of its successful Sustainable Transportation Planning Grant to complete the Noyo Harbor Multimodal Circulation Plan. Included in the conditional award requirements set forth by Caltrans, MCOG must amend the current Overall Work Program to reflect the new project and meet local match requirements. The total project cost is \$215,000, of which \$190,340 is grant funding and \$24,660 is the local match requirement. As part of the Final Overall Work Program, staff included Local Transportation Funds under the Project Reserve in anticipation of receiving a grant award. The project tasks, deliverables, and funding have been added to the new Work Element 9 – Noyo Harbor Multimodal Circulation Plan (attached) for review.

The City of Fort Bragg submitted a request for additional funding to complete their carryover project (Central Business District Parking Evaluation), included in the Overall Work Program. City Staff distributed the Request for Proposals (RFP) for the Central Business District Parking Evaluation Project, in the final quarter of FY 2022/23. The chosen consultant for the project has a budget that is slightly higher than originally anticipated. The City of Fort Bragg submitted its formal request totaling \$14,690, along with supporting documentation (available by request) for review and consideration by the Technical Advisory Committee (TAC). During the OWP Application process for FY 2023/24, Fort Bragg chose to withdraw its newest application, freeing up additional funding that was allocated to the Project Reserve Element with the understanding that although not guaranteed, additional needs for their existing project would be considered at a later time. If the MCOG Board chooses to approve this request, this additional funding will come from the Project Reserve.

To fully fund the local match requirement of the recently awarded grant, staff swapped some Planning, Programming, and Monitoring (PPM) Funds from the Reserve Element with some Local Transportation Funds (LTF) from Work Element 7. This adjustment didn't increase or decrease the overall funding total for Work Element 7.

Staff anticipates the Technical Advisory Committee (TAC) will recommend approval of the Second Amendment as presented, at their meeting on September 27, 2023, however, if they should choose an alternate option, this item will be pulled from the consent calendar and discussed with the MCOG Board. This amendment increased the FY 2023/24 Overall Work Program total from \$1,086,672 to \$1,277,011, an increase of \$190,340. Details are shown in **bold** and ~~strike out~~ on the attached Amended Overall Work Program Financial Sheets. *Hard copies of the full amendment will be available upon request.*

ACTION REQUIRED: Consider approval of the Second Amendment to FY 2023/24 Overall Work Program. – *pending TAC Meeting on September 27th.*

ALTERNATIVES: (1) Approve Amendment (*Recommended*); (2) Do not approve Amendment; or
(3) Refer the Amendment to TAC for additional review and recommendation.

RECOMMENDATION: Accept TAC's recommendation to approve the Second Amendment to FY 2023/24 Overall Work Program (OWP) and authorize the Executive Director to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

/ajp

Attachments: FY 2023/24 OWP – Amended Financial Summary of Funding Sources

FY 2023/24 OWP – Amended Financial Funding Allocations & Expenditure Summary

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2023/24 (2ND AMENDED) OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE RPA	OTHER / GRANT	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$ -	\$ -	\$ 146,646	\$ -	\$ 146,646
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ 149,317	\$ 26,108	\$ -	\$ -	\$ 175,425
3	MCOG - MTA Feasibility Study for Ukiah Transit Center - (Carryover)	\$ 88,975	\$ -	\$ -	\$ -	\$ 88,975
4	MCOG - Sustainable Transportation Planning	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
5	MCOG - Mobility Solutions-Feasibility Study for Rural Areas (Carryover)	\$ 2,316	\$ -	\$ -	\$ 17,875	\$ 20,191
6	Co. DOT - Combined Special Studies	\$ -	\$ -	\$ 54,000	\$ -	\$ 54,000
7	MCOG - Planning, Programming & Monitoring	\$ 31,500	\$ 135,446	\$ 14,305	\$ -	\$ 181,251
8	MCOG - Regional Leadership Training	\$ 16,116	\$ 150,830	\$ -	\$ -	\$ 166,946
9	MCOG - Noyo Harbor Multimodal Circulation Plan (NEW)	\$ -	\$ -	\$ 38,668	\$ -	\$ 38,668
12	Ukiah - Truck Route Study - (Carryover)	\$ 24,660	\$ -	\$ -	\$ 190,340	\$ 215,000
13	Fort Bragg - Central Business District Parking Evaluation - (Carryover)	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000
14	MCOG - Training	\$ 57,062	\$ -	\$ -	\$ -	\$ 57,062
15	Point Arena - Downtown Parking Master Plan (NEW)	\$ 71,752	\$ -	\$ -	\$ -	\$ 71,752
16	MCOG - Multi-Modal Transportation Planning	\$ 35,243	\$ -	\$ -	\$ -	\$ 35,243
18	MCOG - Geographic Information System (GIS) Activities	\$ -	\$ 48,375	\$ -	\$ -	\$ 48,375
20	MCOG - Grant Development & Assistance	\$ 18,103	\$ -	\$ 5,798	\$ -	\$ 23,901
	PROJECT RESERVE	\$ 23,966	\$ 40,072	\$ -	\$ -	\$ 64,038
	TOTAL	\$ 436,482	\$ 295,001	\$ 337,314	\$ 17,875	\$ 1,086,672
	TOTAL	\$ 436,482	\$ 295,001	\$ 337,314	\$ 208,215	\$ 1,277,012

TOTAL WORK PROGRAM SUMMARY/PROGRAM MATCH

Local	\$436,482	34%	Local LTF 2023/24 - 3% Alloc.	\$141,479
State	\$840,530	66%	Local LTF Unallocated	\$29,135
Federal	\$0	0%	Local LTF Carryover	\$265,868
Other	\$0	0%	State PPM 2023/24 Alloc.	\$141,000
TOTAL WORK PROGRAM SUMMARY	\$1,277,012	100%	State PPM Carryover	\$154,001
			State RPA 2023/24 Alloc.	\$294,000
			State RPA Grant Funds	\$25,000
			State RPA Carryover	\$18,314
			State Grant (SHA) NEW	\$190,340
			State Grant (SHA) Carryover	\$17,875
			Federal	\$0
			TOTAL	\$1,277,012

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2023/24 (2ND AMENDED) OVERALL WORK PROGRAM
FUNDING ALLOCATION & EXPENDITURE SUMMARY**

NO.	WORK ELEMENT TITLE	COUNTY DOT	CITIES	MCOG STAFF	CONSULT/ OTHERS/ DIRECT COSTS	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination			\$ 142,646	\$ 4,000	\$ 146,646
2	MCOG - Planning Management & General Coordination (Non-RPA)			\$ 165,858	\$ 9,567	\$ 175,425
3	MCOG - MTA Feasibility Study for Ukiah Transit Center - Carryover				\$ 88,975	\$ 88,975
4	MCOG - Sustainable Transportation Planning			\$ 15,000	\$ 15,000	\$ 30,000
5	MCOG-Mobility Solutions-Feasibility Study for Rural Areas - Carryover				\$ 20,191	\$ 20,191
6	Co. DOT - Combined Special Studies	\$ 54,000				\$ 54,000
7	MCOG - Planning, Programming & Monitoring			\$ 171,751	\$ 9,500	\$ 181,251
8	MCOG - Regional Leadership Training				\$ 38,668	\$ 38,668
9	MCOG - Noyo Harbor Multimodal Circulation Plan (NEW)			\$ 15,000	\$ 200,000	\$ 215,000
12	Ukiah - Truck Route Study - Carryover	\$ 45,000				\$ 45,000
13	Fort Bragg - Central Business District Parking Evaluation - Carryover	\$ 57,062				\$ 57,062
			\$ 71,752			\$ 71,752
14	MCOG - Training		\$ 48,375	\$ 17,041	\$ 18,202	\$ 35,243
15	Point Arena - Downtown Parking Master Plan (NEW)					\$ 48,375
16	MCOG - Multi-Modal Transportation Planning			\$ 45,000		\$ 45,000
18	MCOG - Geographic Information System (GIS) Activities			\$ 5,798		\$ 5,798
20	MCOG - Grant Development & Assistance			\$ 51,000		\$ 51,000
	PROJECT RESERVE				\$ 64,038	\$ 64,038
				\$ 24,688	\$ 24,688	\$ 24,688
				\$ 614,094	\$ 268,141	\$ 1,086,672
	TOTAL	\$ 54,000	\$ 150,437	\$ 629,094	\$ 428,791	\$ 1,277,012
			\$ 165,127			

Note: Reimbursement Rates Used for Calculating Days Programmed (estimate only). County/Cities/Local Agencies (\$75/hr.); Consultants (\$125/hr.); MCOG Planning Staff (est. @ approx. \$38-\$130/hr. - various positions).

* MCOG planning staff funding level is based on contracted obligation with DBC Consulting (\$476,451). DBC's contract extension (approved 4/3/2023) goes through 9-30-24. In addition, \$94,614 in carryover funding is available from under-expending prior years' funding, for a total available of \$571,065.

WORK ELEMENT (9): MCOG – NOYO HARBOR MULTIMODAL CIRCULATION PLAN (NEW)

PURPOSE:

To identify, research, and analyze multimodal transportation access and circulation in and through the Noyo Harbor and identify recommended improvements for future implementation in a final plan. The final plan resulting from this study will be utilized to seek grant or other funding for the recommended improvements.

PREVIOUS WORK:

None

TASKS:

Task 01: Project Administration (Responsible Party: Caltrans, MCOG)

Hold a project kick-off meeting with MCOG staff and Caltrans staff to discuss grant procedures and project expectations including invoicing, quarterly reporting, and all other relevant project information.

Deliverables: Project kick-off meeting with Caltrans - Meeting notes, quarterly invoices, and progress reports (MCOG, Caltrans)

Task 02: Consultant Procurement (Responsible Party: MCOG)

Prepare a Request for Proposals (RFP) and Scope of Work and distribute to qualified consulting firms to obtain competitive bids. Form a Consultant Selection Committee to review proposals and recommend selection of a consultant. Prepare and execute contract with successful consultant. Hold kick-off meeting with successful consultant.

Deliverables: Request for Proposals; Consultant Selection Committee agenda and meeting notes; executed consultant contract (MCOG). Consultant kick-off meeting, agenda, and meeting notes (MCOG, Consultant)

Task 1: Project Meetings (Responsible Party: Consultant)

MCOG, City of Fort Bragg, County of Mendocino, Caltrans, and consultant (project team) will hold monthly status meetings throughout the project.

The consultant will work with MCOG to identify appropriate representatives to serve on a Technical Advisory Group (TAG) to inform the study. Consultant will meet with TAG as needed throughout the project.

The consultant will work with MCOG to identify appropriate representatives to serve on a stakeholder group to inform the study. Consultant will meet with stakeholder group as needed throughout the project.

Project team, TAG, stakeholder group meetings are expected to be held virtually, via video and/or teleconference meetings.

Deliverables: Monthly project team status meetings, agendas, meeting notes (Consultant, MCOG). Technical Advisory Group (TAG) roster; TAG meetings, TAG agendas and meeting notes (Consultant, MCOG). Stakeholder roster; stakeholder meetings; stakeholder agendas and meeting notes (Consultant, MCOG). Includes travel expense (Consultant)

Task 2: Public Participation and Community Outreach (Responsible Party: Consultant)

Robust community and stakeholder engagement is planned for this study, through in person and virtual meeting/workshops, and an online public engagement platform (direct costs for online subscription fees, i.e. are included in this task). It is expected that a minimum of three (3) community workshops/events will be held, in addition to online engagement activities. Consultant may propose a mix of in-person and virtual activities that provides flexibility and allows for a diverse range of outreach methods (both in-person and on-line).

Consultant shall prepare a detailed Draft Public Outreach Plan and outreach schedule (based on methods consistent with MCOG's adopted Public Participation Plan) with recommendations on how best to engage diverse segments of community, and with recommendations on online engagement tools/platforms, and advertisement of events, for review and acceptance by the TAG. Based on TAG direction, consultant shall prepare Final Public Outreach Plan.

Consultant shall implement Final Public Outreach Plan, which will include providing information to the community, gathering community input through tabling at public events (farmer's markets, food stores, etc.), an online public engagement platform, surveys, community workshops/focus group meetings, project website, etc. Outreach materials will be made available in both English and Spanish for the limited English proficiency community. Outreach may also include making informational presentations to tribal councils and other community groups. Community leaders, Tribal leaders, interest groups, and employers in the harbor will be contacted to help reach out to disadvantaged communities. Low-tech outreach and input options (posters, flyers, comment cards, etc.) will be distributed throughout the community in a variety of public places that provide essential services (food bank, public kiosks, and utility bill mailers) as appropriate for people without access to technology.

Consultant shall prepare a summary report of public participation efforts and results.

Deliverables: Public Outreach Plan and schedule (Draft and Final) (Consultant, MCOG). Direct costs for Online Public Engagement Tools/Subscription Cost (Consultant). Community meetings/workshops; PowerPoint Presentations; flyers; website announcements; and community surveys, presentations at tribal council or community meetings (Consultant, MCOG). Public Participation Summary (Consultant). Includes travel expense (Consultant)

Task 3: Existing Conditions/Needs Assessment (Responsible Party: Consultant)

Consultant shall conduct a physical site visit to the Noyo Harbor and surrounding area to view transportation facilities, road network and circulation. Consultant shall research existing motorized and non-motorized transportation access and circulation conditions in and through the Noyo Harbor area, and identify and analyze multimodal mobility barriers and safety concerns. Consultant shall provide information on existing active transportation routes to demonstrate how this project improves connectivity. Results of the survey conducted in Task 2 shall inform this Needs Assessment by providing input from the public and Noyo Harbor stakeholders (employers, employees, fishermen, and visitors). Consultant shall prepare an Existing Conditions/Needs Assessment Report for TAG review.

Deliverables: Existing Conditions/Needs Assessment Report (Consultant, MCOG). Includes travel expenses (Consultant)

Task 4: Research and Analysis (Responsible Party: Consultant)

Consultant shall research and analyze opportunities for improved motorized, non-motorized, and transit transportation options in and through the Noyo Harbor. Consultant shall study the feasibility of transitioning vehicular traffic through the harbor to one-way, connecting North Harbor Drive to Noyo Point Rad on the west end of the harbor (providing a secondary emergency evacuation route where none currently exists), and constructing a roundabout (or other intersection control) at the intersection on North Harbor Drive and State Route 1 (Main Street) to improve circulation and safety for all modes. (See attached map).

Consultant shall:

- Analyze the feasibility of transitioning vehicular traffic through the harbor to one-way, connecting North Harbor Drive to Noyo Point Road;
- Analyze the feasibility of constructing a roundabout or other intersection control at the intersection of North Harbor Drive and State Route 1 (Main Street);
- Engage Caltrans District 1 in analyzing the construction of a roundabout or other intersection control at the intersection of North Harbor Drive and State Route 1, including non-motorized improvements;

- Analyze opportunities and constraints for non-motorized route connectivity through the Harbor from North Harbor Drive to Noyo Point Road;
- Analyze community and stakeholder transportation needs and priorities expressed during community outreach and stakeholder meetings;
- Examine opportunities for initiating transit service into the harbor, bike parking, and non-motorized facilities in the study area;
- Develop preliminary alignments and design concepts based on the site assessment and feedback from community outreach and stakeholders, including:
 - o 10% and 30% design schematics for vehicular and non-motorized traffic through the harbor along North Harbor Drive to Noyo Point Road and at the intersection of North Harbor Drive and State Route 1,
 - o Maps and GIS deliverables for alternative alignments and conceptual drawings for alternative design concepts.

Deliverables: Research and Analysis Summary Report (Consultant, MCOG). 10% and 30% design schematics (Consultant, MCOG). Maps and GIS deliverables (Consultant, MCOG)

Task 5: Develop Recommendations (Responsible Party: Consultant)

Based on results of tasks 3 and 4, consultant shall develop draft recommendations that are feasible and implementable. Recommendations shall include detailed specifics on how the recommendations may be implemented, including implementing agency; preliminary cost estimates; available funding sources, and implementation plan and schedule. Draft recommendations shall be presented to Technical Advisory Group for review. Based on TAG review and comments, consultant shall prepare final recommendations. **Deliverables:** Recommendations Summary – Draft & Final (Consultant, MCOG)

Task 6: Administrative Draft, Draft and Final Plans (Responsible Party: Consultant)

Based on results of tasks 3 and 4, consultant shall develop draft recommendations that are feasible and implementable. Recommendations shall include detailed specifics on how the recommendations may be implemented, including implementing agency; preliminary cost estimates; available funding sources, and implementation plan and schedule. Draft recommendations shall be presented to Technical Advisory Group for review. Based on TAG review and comments, consultant shall prepare final recommendations. **Deliverables:** Administrative Draft Plan – electronic copy (Consultant, MCOG). Draft Plan – electronic copy (Consultant, MCOG). Final Plan – six (6) print copies, plus electronic cop (Consultant, MCOG)

Task 7: Presentations to Fort Bragg City Council, Board of Supervisors & MCOG Board (Responsible Party: Consultant)

Consultant shall present the Final Plan to the Fort Bragg City Council at a public meeting of the City Council. Consultant shall present the Final Plan to the Mendocino County Board of Supervisors at a public meeting of the Board. Consultant shall present the final plan to the MCOG Board for acceptance, at a public meeting of MCOG.

Deliverables: Presentation to Fort Bragg City Council (Consultant). Presentation to MCOG Board (Consultant). Presentation to Mendocino County Board of Supervisors (Consultant). Presentation materials/slides. (Consultant). Includes travel expense (Consultant)

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
MCOG Staff	17	\$13,279.50	2021/22	Sus. Comm. Grant (SHA)
	1	\$1,025.50	2023/24	Local (LTF)
		\$694.00	2022/23	Local (LTF)
Consultant	177	\$177,060	2021/22	Sus. Comm. Grant (SHA)
	23	\$22,940	2021/22	Local (LTF)
TOTAL:	218	\$215,000	\$190,340 - 23/24 \$23,966 - 23/24 \$694 - 22/23	Sus. Comm. Grant (SHA) Local (LTF) Local (LTF)

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
01					X	X	X	X	X	X	X	X
02						X	X	X				
1									X	X	X	X
2										X	X	X
3										X	X	X
4 - 7	To be completed in FY 2024/25											

WORK ELEMENT (13): CITY OF FORT BRAGG – CENTRAL BUSINESS DISTRICT PARKING EVALUATION - CARRYOVER

PURPOSE:

The City of Fort Bragg is seeking funding to perform a comprehensive review of parking issues in the Central Business District (CBD), prepare an update to the parking land use codes for the district, and perform a feasibility analysis for alternate public parking lots to meet transportation needs in a core pedestrian oriented area. Updates are needed to the CBD land use parking codes in order to address long standing parking issues in the district. In 2007 the City performed a Nexus Study which resulted in a resolution for an in-lieu fee to be collected to off-set parking requirements in the district. These in-lieu fees were intended to be used for maintaining City-owned parking lots. In 2011 the In-lieu fee was reduced to 50% and in 2012 a moratorium on the fee collection and parking requirements was established. Now almost 10 years later, the moratorium is still in place and no parking requirements are currently utilized for development in the CBD. With no fees being collected and no established parking requirements available to off-set parking impacts, the CBD which is the heart of the City's downtown is over parked and there are no current plans for navigating a path forward.

PREVIOUS WORK:

The following documents and studies have been performed in the past and should be reviewed as they relate to the project's completion.

- Inland Land Use and Development Code 18.36.080 C- establishes the parking requirements in the CBD.
- 2007 Nexus Study which created the in-lieu fees in the Central Business District.
- A Resolution was passed in 2011 to reduce the in-lieu fees.
- A Moratorium on in-lieu fee collection and parking requirements was passed in 2012.
- 2020-2021 Staff has been working on a comprehensive revitalization strategy focusing specifically on working with the merchants in the district for economic development.

TASKS:

1. Prepare and Advertise a Request for Proposals (RFP) and conduct consultant selection process. (City of Fort Bragg)
2. Coordinate and hold kick off meeting and site visit. (City of Fort Bragg & Consultant)
3. Review previous studies, land use codes, site maps, etc. (Consultant)
4. Evaluate existing parking issues and pedestrian impediments in the CBD
5. Host public meeting(s) or use alternative methods to seek input from property and businessowners, residents, and the public on parking and pedestrian needs in the CBD. (City of Fort Bragg & Consultant)
6. Provide costs estimates for parking lot acquisition, evaluate location preferences, and provide preliminary design for up to two selected parking lots. (Consultant)
7. Present the draft Comprehensive Parking Strategy for the Central Business District and recommended code amendments to the Planning Commission and the City Council in a joint workshop at a public meeting to receive additional public feedback. (City of Fort Bragg & Consultant)
8. Prepare a final draft of the Comprehensive Parking Strategy for the Central Business District and proposed ordinance updates to the City Council for adoption by the City Council. (City of Fort Bragg & Consultant)

PRODUCTS:

1. Modifications to Inland Land Use and Development Code (ILUDC) 18.36.060 C (ordinance);
2. Parking Lot feasibility Study; and
3. Cost Estimate for parking lot acquisition and construction.

These products will allow the City to establish new parking requirements that strike a balance between the needs of the merchants and pedestrians alike. The codes will be used by the Planning Department to implement parking in future CBD development. The Parking lot feasibility study will pair with the code updates to ensure that the City has the plans and cost estimates to provide new additional public parking to visitors and locals alike. The

City has a small amount of money in the Parking in-lieu fund 121, which can be utilized for purchase or construction of new parking facilities.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
City of Fort Bragg (Consultant + City)		\$57,062	22/23	Local LTF
		\$71,752		
TOTAL:	0	\$71,752		

ESTIMATED SCHEDULE

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



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #11
Regular Calendar
MCOG Meeting
10/2/2023

TITLE: Public Hearing – Adoption of Resolution Approving
FTA Section 5310 Grant Program Regional
Priority List

DATE PREPARED: 09/22/23
MEETING DATE: 10/02/23

SUBMITTED BY: James Sookne, Program Manager

BACKGROUND: The FTA Section 5310 Program is a grant program intended to provide funding to private non-profit agencies for the purpose of providing transportation services to the elderly and disabled. The program provides two categories of funding—traditional 5310 funding for vehicles and equipment and the expanded program, which provides operating and mobility management funds. Although the program typically requires a local match, this cycle is fully funded with 5310 funds.

As part of the application process, the RTPA must review and score each local application under the traditional 5310 program and approve a regional priority list. The applications were due on August 30, and regional scores had to be submitted by October 6.

MCOG staff worked closely with the local potential applicants for the program. The Willits Senior Center was the only agency to submit a traditional application for a replacement vehicle. In addition, Mendocino Transit Authority, Coastal Seniors, and North Coast Opportunities, Inc. submitted applications for operational funding, however, MCOG does not score those applications.

At this meeting, we will ask that the MCOG Board approve the project score and regional list by resolution (to be presented at the meeting) and authorize the director to sign any necessary documentation that will be required. Following MCOG Board action, the list and scores will be forwarded to Caltrans for their consideration. The state will conduct their own scoring process and will notify MCOG of any significant discrepancies between state scores and regional scores. A statewide project list is expected in the next couple months.

ACTION REQUIRED:

1. Receive staff report and scoring results.
2. Open public hearing. (*Note: this public hearing does not require a legal notice – only an opportunity to allow public input, per grant requirements.*)
3. Receive public comments.
4. Close public hearing.
5. Action by MCOG—adoption of resolution.

ALTERNATIVES:

None identified.

RECOMMENDATION:

Adopt the resolution approving the project score, authorize the executive director to sign the required documentation, and authorize staff to forward the executed resolution and required documents to Caltrans for further processing.

FORM 1

Column C:

- R = Replacement Vehicle
- SE = Service Expansion Vehicle
- OE = Other Equipment (non-vehicle requests)

Column D:

For replacement projects, enter the last five digits of the Vehicle Identification Number (VIN) of the vehicle that is being replaced.

Column E:

For non-vehicle (Other), projects enter the quantity (QTY) of each kind of equipment that is being scored in the project.

Columns F - K: Enter the scores as shown on PAGE 11 OF 11, of the QUANTITATIVE SCORING CRITERIA AND PROJECT RATING FORM.

A	B	C	D	E	F	G	H	I	J	K
APPLICANT	PROJECT	TYPE	VIN	QTY	SECTION 1 SCORE	SECTION 2 SCORE	SECTION 3 SCORE	SECTION 4 SCORE	SECTION 5 SCORE	PROJECT SCORE
Agency One	Small Bus Mobile Radio	R	12345		20	7	30	30	10	97
Agency Two	Minivan	SE			20	9	28	28	10	95
Agency Three	Computer System	OE		1	15	9	25	30	10	89
Agency Four	Single Wheel Cut-A-Way Mobile Radio	R	67891		19	8	27	28	5	87
Agency Four	Single Wheel Cut-A-Way Mobile Radio	R	11121		18	8	27	28	5	86
Agency Five	Base Station Mobil Radios	OE		1 5	13	8	24	28	10	83
Agency Six	Med. Bus	R	31415		20	6	27	24	0	77

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2023-___

APPROVING FTA SECTION 5310 GRANT PROGRAM REGIONAL APPLICATION SCORING & PRIORITY LIST

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- In accordance with FTA Section 5310 “Enhanced Mobility of Seniors and Individuals with Disabilities” program requirements, MCOG has the option of convening a Regional Evaluation Committee or utilizing MCOG staff to review and rank FTA Section 5310 Traditional Program grant applications received for Mendocino County;
- MCOG staff has reviewed and scored the FTA Section 5310 Traditional Program grant application received by MCOG as follows:

<u>Applicant</u>	<u>Project</u>	<u>Amount</u>	<u>Score</u>
Willits Senior Center	Minivan (replacement)	\$89,000	77
Willits Senior Center	Small Bus (replacement)	\$131,000	77

- MCOG is required to certify, by resolution, that the FTA Section 5310 projects recommended for funding are consistent with the Regional Transportation Plan and included in the Mendocino County Coordinated Public Transit - Human Services Transportation Plan;
- The Mendocino County Coordinated Public Transit - Human Services Transportation Plan, adopted by MCOG May 3, 2021, identifies *Priority Strategy 1 – Maintain the Current Level of Transportation Service*, which calls for maintenance of existing transportation services and specifically calls out vehicle replacement as a component of this strategy;
- The grant request listed above is included in the Mendocino County Coordinated Public Transit - Human Services Transportation Plan and part of Priority Strategies 1;
- Transit Objective 3 of the Regional Transportation Plan, adopted by MCOG February 7, 2022, states “Support transit needs of seniors, the disabled, and low income individuals”; and
- The proposed project will work to implement that objective of the Regional Transportation Plan; therefore, be it

RESOLVED, THAT:

The Mendocino Council of Governments hereby (1) accepts and ratifies the above scores and adopts the FTA Section 5310 Regional Priority List; and (2) finds that the projects are included in strategies from the adopted Mendocino County Coordinated Public Transit - Human Services Transportation Plan, and consistent with objectives of the Regional Transportation Plan.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 2nd day of October 2023, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

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

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 12
Regular Calendar
MCOG Meeting
10/2/2023

STAFF REPORT

TITLE: Second FY 2023/24 Budget Amendment to Reconcile Shortfall with Available LTF

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 9/25/2023

BACKGROUND:

Over the past several months I have reported the ongoing shortfall of FY 2022/23 Local Transportation Funds (LTF) from the quarter-cent transportation sales tax, and how it would impact available revenues in MCOG's FY 2023/24 budget.

In late August we received the final LTF deposit, revealing an actual shortfall of \$593,588 or 11.6% compared to the County Auditor-Controller/Treasurer-Tax Collector's official budget estimate. (Budget \$5,137,383 less actual revenues \$4,543,795 equals \$593,588 short.)

Withdrawals from MCOG's LTF Reserve fund are able to cover 2022/23 budget allocations, notably making whole those for Mendocino Transit Authority, according to long-standing policy. In order to maintain the Reserve at the level budgeted for 2023/24, this in turn means less funding available to flow forward into the 2023/24 budget. It would be wise in these uncertain economic times to keep in reserve the 15 percent (\$735,000) already allocated.

The LTF Reserve policy amended August 14 allows for advances to MTA before fiscal year closing, so the Executive Director released the 12th monthly payment on August 16, subject to later reconciliation.

Note that the adopted 2023/24 budget shows estimated 2022/23 shortfall as known back in February. In budget development we had intended to cover the shortfall partly with prior-year audited, unrestricted surplus LTF funds and partly with new funds if needed (Method A). However, this would mean tracking the shortfall through the new budget year and possibly impacting cash flow, so I now recommend wiping the slate clean by covering the shortfall entirely with Reserve funds according to policy (Method B). Either way, the Transit claim has been over-allocated by \$407,632, so will need to be reduced by that amount at a subsequent Council meeting.

The result is not yet audited, which will take several more months; however I recommend taking this step now to reconcile the budget. MTA management has indicated they might submit another revised claim for MCOG's November meeting, so this action in October would make clear the adjusted Balance Available for Transit. If no revision is requested by MTA, staff would return to the Council in November for approval of a pro rata reduction of the transit allocations.

Attached are two summary budget tables (Methods A and B) showing the new calculations. As always, I will be available to answer any questions at our meeting.

ACTION REQUIRED: Approval of staff's reconciliation of Local Transportation Funds (LTF) available for allocation in 2023/24, as a second amendment of the Budget adopted June 5, 2023.

ALTERNATIVES:

This item could be delayed to a future meeting. – *not recommended as item is time sensitive*

RECOMMENDATION:

Approve staff's reconciliation of Local Transportation Funds (LTF) available for allocation in 2023/24, using Method B to cover the FY 2022/23 shortfall entirely from LTF Reserve funds, as a second Budget Amendment.

Enclosures:

Summary budget tables calculating 2022/23 LTF shortfall and available LTF for 2023/24 – *Methods A and B*

Mendocino Council of Governments
 Regional Transportation Planning Agency & COG - Fiscal Year 2023/24 Budget
 Proposed Amendment for Board of Directors October 2, 2023 Meeting - "Method A"

REVENUES	LTF	Trans. Devt. Act. (TDA)	CRF	PPM	State RPA	Grants	STBG	Federal 5311	Local Agencies	TOTALS
2023/24 LTF Official County Auditor's Estimate	4,901,913									4,901,913
2022/23 Auditor's Anticipated Shortfall	-185,956									-185,956
Total Local Transportation Fund (LTF) Estimate - Reduced	4,715,957									4,715,957
LTF 2014/15 prior-year unallocated revenues - reserved 2017/18	29,135									29,135
Carryover - Planning Overall Work Program and RSTP Local Assistance	122,868						278,545			401,413
2023/24 State Transit Assistance - SCO's Preliminary Estimate		1,073,881				154,817				1,073,881
2023/24 State of Good Repair - SCO's Preliminary Estimate		369,690								369,690
STA and SGR - Fund Balance Available for Allocation			705,462							705,462
MCOG's Capital Reserve Fund - Balance Available for Transit										0
Federal Transit Administration (FTA) Sec. 5311 Programs - CARES, CRRSAA, ARPA								To Info Supp.		0
FTA Section 5311 Program - Annual Regional Apportionment								pending		0
2023/24 STIP Planning, Programming & Monitoring (PPM)				141,000						141,000
2023/24 State Active Transportation Program (ATP) - grants & carryover					319,000					319,000
2022/23 Transportation Planning Program carryover				118,750						2,672,000
Surface Transportation Block Grant Program							811,848			140,883
HCD Regional Early Action Planning (REAP) Housing Funds - est. carryover						348,736				811,848
SHOPP Complete Streets Program - SR-162 Corridor Multi-Purpose Trail						3,828,000				348,736
Rural Counties Task Force - Membership Dues									38,500	3,828,000
										38,500
LTF Reserve:										
Audited 2021/22 LTF Unrestricted Balance	384,429									384,429
Audited LTF Reserve Balance as of 6/30/2022	1,212,745									1,212,745
Less LTF Reserve Released for Allocation in FY 2022/23	-437,150									-437,150
Less Withdrawals from Reserve to Partially Cover Actual 2022/23 Shortfall	-407,632									-407,632
Subtotal	752,392									752,392
Less LTF Reserve per Policy adopted 4/2/2001 - 15%	735,000									735,000
Amount Available for Allocation in FY 2023/24	17,392									17,392
										17,392
TOTAL REVENUES	4,885,352	1,443,571	705,462	259,750	319,000	7,025,686	1,090,393	0	38,500	15,767,714
										15,767,714
ALLOCATIONS										
2023/24 Administration - inc. staffing contract at max. 7.3% COLA	559,626									559,626
2% Bicycle & Pedestrian - 2023/24 LTF Estimate less Admin. x .02	86,846									86,846
2023/24 Planning Overall Work Program (OWP) - new funds at 3% per TDA	141,479			141,000	319,000					601,479
Temporary Reserves - LTF prior-year unallocated revenues requested for Planning OWP	29,135									29,135
Carryover Funds - See OWP Summary	122,868									122,868
Total Administration, Bike & Ped., and Planning	939,953	0	0	259,750	319,000	22,133	101,116	0	0	1,680,453
BALANCE AVAILABLE FOR TRANSIT	3,945,399	1,443,571	705,462	0	0	154,817	0	0	0	6,249,249
2023/24 Mendocino Transit Authority Claim - due April 1:										6,249,249
MTA Operations	3,621,782									3,621,782
Unmet Transit Needs	50,000									50,000
Senior Centers Operations	681,249									681,249
Transit Planning										0
Capital Reserve Fund Contribution										0
Capital Program, MTA & Seniors Current Year										705,462
Capital Program, Long Term (Five Year Plan)										0
Total Transit Allocations	4,353,031	1,443,571	705,462	0	0	154,817	0	0	0	6,502,064
Other Allocations - RSTP for MCOG Partnership Fund										6,502,064
Other Allocations - RSTP for County & Cities Projects by Formula										100,000
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail										621,848
Other Allocations - REAP for Admin, County & Cities Projects by Formula										2,672,000
Other Allocations - SHOPP Complete Streets for SR-162 Corridor Multi-Purpose Trail										348,736
TOTAL ALLOCATIONS	5,292,984	1,443,571	705,462	259,750	319,000	6,870,869	822,964	0	38,500	15,753,101
Balance Remaining for Later Allocation / Over-allocation	-407,632	0	0	0	0	154,817	267,429	0	0	14,613

Mendocino Council of Governments

Regional Transportation Planning Agency & COG - Fiscal Year 2023/24 Budget

Proposed Amendment for Board of Directors October 2, 2023 Meeting - "Method B"

REVENUES	LTF		Trans. Devt. Act (TDA)		State		Federal		Local Agencies	TOTALS
	4,901,913	-185,956	STA	CRF	PPM	RPA	Grants	STBG		
2023/24 LTF Official County Auditor's Estimate	4,901,913									4,901,913
2022/23 Auditor's Anticipated Shortfall	-185,956									-185,956
Total Local Transportation Fund (LTF) Estimate	4,715,957									4,715,957
2022/23 Auditor's Anticipat'd Unrestricted Balance - Reversed	185,956									185,956
LTF 2014/15 prior-year unallocated revenues - reserved 2017/18	29,135									29,135
Carryover - Planning Overall Work Program and RSTP Local Assistance	122,868							278,545		1,073,881
2023/24 State Transit Assistance - SCO's Preliminary Estimate			1,073,881							154,817
2023/24 State of Good Repair - SCO's Preliminary Estimate			369,690							369,690
STA and SGR - Fund Balance Available for Allocation				705,462						705,462
MCOG's Capital Reserve Fund - Balance Available for Transit										0
Federal Transit Administration (FTA) Sec. 5311 Programs - CARES, CRRSAA, ARPA										0
FTA Section 5311 Program - Annual Regional Apportionment					141,000					0
2023/24 STIP Planning, Programming & Monitoring (PPM)						319,000				141,000
2023/24 State Active Transportation Program (ATP) - grants & carryover										319,000
2022/23 Transportation Planning Program carryover					118,750	0				2,672,000
Surface Transportation Block Grant Program								811,848		140,883
HCD Regional Early Action Planning (REAP) Housing Funds - est. carryover										811,848
SHOPP Complete Streets Program - SR-162 Corridor Multi-Purpose Trail										348,736
Rural Counties Task Force - Membership Dues									38,500	3,828,000
LTF Reserve:										
Audited 2021/22 LTF Unrestricted Balance	384,429									38,500
Audited LTF Reserve Balance as of 6/30/2022	1,212,745									699,242
Less LTF Reserve Released for Allocation in FY 2022/23	-437,150									86,846
Less Withdrawals from Reserve to Fully Cover Actual 2022/23 Shortfall	-593,588									
Subtotal	566,436									
Less LTF Reserve per Policy adopted 4/2/2001 - 15%	735,000									
Amount Available for Allocation: Replenish Reserve in FY 2023/24	-168,564									-168,564
TOTAL REVENUES	4,885,352		1,443,571	705,462	259,750	319,000	7,025,686	1,090,393	0	38,500
ALLOCATIONS										
2023/24 Administration - inc. staffing contract at max. 7.3% COLA	559,626							101,116		38,500
2% Bicycle & Pedestrian - 2023/24 LTF Estimate less Admin. x .02	86,846									699,242
2023/24 Planning Overall Work Program (OWP) - new funds at 3% per TDA	141,479				141,000	319,000				86,846
Temporary Reserves - LTF prior-year unallocated revenues requested for Planning OWP	29,135									
Carryover Funds - See OWP Summary	122,868				118,750	0	22,133			
Total Administration, Bike & Ped., and Planning	939,953	0	0	0	259,750	319,000	22,133	101,116	0	894,365
BALANCE AVAILABLE FOR TRANSIT	3,945,399		1,443,571	705,462	0	0	154,817	0	0	1,680,453
2023/24 Mendocino Transit Authority Claim - due April 1:										6,249,249
MTA Operations	3,621,782		1,443,571							5,065,353
Unmet Transit Needs	50,000									50,000
Senior Centers Operations	681,249									681,249
Transit Planning										0
Capital Reserve Fund Contribution										0
Capital Program, MTA & Seniors Current Year										705,462
Capital Program, Long Term (Five Year Plan)										0
Total Transit Allocations	4,353,031		1,443,571	705,462	0	0	154,817	0	0	6,502,064
Other Allocations - RSTP for MCOG Partnership Fund										100,000
Other Allocations - RSTP for County & Cities Projects by Formula								100,000		621,848
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail								621,848		2,672,000
Other Allocations - REAP for Admin., County & Cities Projects by Formula								2,672,000		348,736
Other Allocations - SHOPP Complete Streets for SR-162 Corridor Multi-Purpose Trail								348,736		3,828,000
TOTAL ALLOCATIONS	5,292,984		1,443,571	705,462	259,750	319,000	6,870,869	822,964	0	38,500
Balance Remaining for Later Allocation / Over-allocation	-407,632		0	0	0	0	154,817	267,429	0	14,613



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #14d
 Reports
 MCOG Meeting
 10/02/2023

STAFF REPORT

TITLE: Summary of Meetings

DATE PREPARED: 9/22/2023

SUBMITTED BY: Jody Lowblad, Administrative Assistant

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

Date	Meeting/Event	Staff
Aug 8	Covelo Weekly Meeting	Barrett & Sookne
Aug 8	SB 1211 Kick Off Meeting	Barrett
Aug 9	RuralREN Programs Subcommittee Meeting	Orth
Aug 10	Caltrans Climate Adaptation Planning Workshop	Ellard
Aug 10	CALCOG Transit and Intercity Rail Capital Program (TIRCP)-Zero Emission Transit Capital Program (ZETCP) Briefing	Orth
Aug 10	Gualala Meeting	Barrett
Aug 10	Sustainable Transportation Equity Project (STEP) Grant Workshop	Ellard
Aug 11	Covelo Meeting w/County	Barrett & Sookne
Aug 11	Covelo Project Development Team (PDT) Meeting	Barrett & Sookne
Aug 15	Covelo Weekly RE Meeting	Barrett & Sookne
Aug 15	RTPA Group Meeting – San Diego via hybrid-remote Zoom	Barrett, Orth
Aug 16	2025 Active Transportation Program (ATP) kick-Off Workshop	Ellard
Aug 16	Caltrans Open House- Willits Main St Road Diet/Bicycle Safety Project	Ellard
Aug 16-17	CTC Meeting – San Diego via Zoom	Barrett, Orth
Aug 17	Ft Bragg Biking/Walking/Parking Workshop	Ellard
Aug 17	RuralREN Public Equity Subcommittee	Barrett, Davey-Bates & Orth
Aug 17	Strategic Highway Safety Plan (SHSP) Steering Committee	Barrett
Aug 18	MTA Ukiah Transit Center Monthly Meeting	Barrett, Ellard & Sookne
Aug 22	Covelo Weekly Meeting	Barrett & Sookne
Aug 22	RuralREN Leadership Team	Barrett, Orth
Aug 23	Hopland Project Development Team (PDT) Meeting	Barrett & Villa
Aug 23	North State Zero Emission Vehicle (ZEV) Working Group	Orth, Rodriguez
Aug 23	RuralREN Programs Subcommittee Meeting	Davey-Bates & Orth
Aug 23	MCOG TAC Meeting	Barrett, Ellard, Davey-Bates, Sookne, Rodriguez, Villa and Pedrotti
Aug 23	North Coast Opportunities (NCO) 5310 Grant Meeting	Sookne
Aug 24	Mobility Grant Wrap-up w/AMMA	Ellard
Aug 24	MTA Short Range Transit Development Plan (SRTDP) Meeting	Ellard & Sookne
Aug 25	Covelo Project Development Team (PDT) Meeting	Barrett, Sookne & Villa
Aug 28	Mendocino Coast Recreational Trail Plan Kick Off w/Caltrans	Barrett & Ellard
Aug 28	CalSTA SB125 Draft Guidelines webinar – TIRCP & ZETCP Funds	Orth
Aug 29	Covelo Weekly Meeting	Barrett & Ellard
Aug 29	Sustainable Transportation Equity Project (STEP) Grant Workshop	Ellard
Aug 29	North Coast Opportunities (NCO) 5310 Grant Meeting	Sookne
Aug 30	RuralREN North Coast Coordination Meeting	Barrett, Davey-Bates, Orth
Aug 30	Sustainable Transportation Equity Project (STEP) Tech Assistance Meeting	Barrett & Ellard
Aug 30	MTA Meeting- Ukiah Transit Center Presentation	Ellard & Sookne
Aug 30	Potter Valley Family Resource Center (FRC) – Sustainable Transportation Equity Project (STEP) Grant Meeting	Barrett & Ellard
Aug 31	RuralREN Public Equity Program Working Group	Barrett, Davey-Bates, Orth
Aug 31	Redwood Region RISE Meeting	Barrett
Sep 5	Covelo Weekly Meeting	Barrett & Sookne

Sep 5	Covelo Meeting (in Covelo)	Barrett
Sep 5	Caltrans System Investment Strategy (CSIS) Briefing – Rural Areas	Barrett & Davey-Bates
Sep 6	RuralREN North Coast Coordination Meeting	Barrett & Davey-Bates
Sep 6	Regional Early Action Planning (REAP) Meeting	Barrett & Sookne
Sep 6	RuralREN Programs Subcommittee Meeting	Barrett & Davey-Bates
Sep 7	Covelo Weekly Meeting	Barrett
Sep 8, 18	RuralREN Finance Program Meeting	Barrett & Davey-Bates
Sep 11	RuralREN Internal Alignment Meeting	Barrett & Davey-Bates
Sep 12	Covelo Weekly Meeting	Barrett & Sookne
Sep 13	Caltrans Quarterly Local Assistance Day	Ellard
Sep 13	2024 Regional Transportation Plan (RTP) Guidelines – Rural Workshop	Ellard
Sep 13	Willits City Council Meeting	Barrett
Sep 13	RuralREN Residential Equity Meeting	Barrett
Sep 14 19	RuralREN North Coast Coordination Meeting	Barrett & Davey-Bates
Sep 14	2025 ATP Kick-off Meeting (North)	Barrett & Ellard
Sep 15	Covelo Project Development Team (PDT)	Barrett, Sookne & Villa
Sep 15	North State Super Region (NSSR) Meeting	Ellard
Sep 15	Rural Counties Task Force (RCTF) Meeting	Barrett
Sep 18	CalCOG Board Meeting	Barrett
Sep 19	Covelo Weekly RE Meeting	Barrett & Sookne
Sep 19	Caltrans System Investment Strategy (CSIS) Rural Public Workshop	Barrett & Ellard
Sep 20	Noyo Grant Condition of Award Meeting w/Caltrans	Barrett, Pedrotti & Ellard
Sep 20	Redwood Region RISE High Road Transition Collaborative (HRTC) Meeting	Barrett
Sep 20	Covelo Meeting w/ California Department of Fish and Wild Life (CDFW)	Barrett & Sookne
Sep 21	Redwood Coast Economic Development Summit	Barrett
Sep 22	Covelo Project Development Team (PDT)	Barrett & Villa
Sep 22	MTA Special Meeting- Ukiah Transit Center – Site Review	Sookne & Ellard
Sep 22	Meeting w/ City of Ukiah regarding School Street Grant	Ellard
Sep 26	CALCOG Webinar: The Regional Role in Developing the EV Marketplace	Orth (panelist)

We will provide information to the Board 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 #14e
Reports
MCOG Meeting
10/2/2023

TITLE: SB 125 - Transit & Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP)

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 9/25/2023

BACKGROUND:

This transportation budget trailer bill adds \$5.1 billion for public transit purposes and comes with responsibilities for Regional Transportation Planning Agencies (RTPAs) such as MCOG.

\$4 billion is added to the existing TIRCP (from SB 1) and \$1.1 billion establishes the new ZETCP. The funds will be distributed by formula, for deposit directly into RTPA bank accounts (not on a reimbursement basis), as early as April 2024. MCOG expects to receive \$11 million over five years.

Program guidelines are being developed by the California State Transportation Agency (CalSTA). The RTPAs will choose which projects to fund within their regions, including traditional capital, ZEV capital, and operations.

The bill also requires CalSTA to establish and convene the Transit Transformation Task Force on or before January 1, 2024.

CALCOG has been advising the membership, as reported by Delegate Haschak at MCOG's August meeting. I have attended two webinars to date and will be monitoring these programs.

More information: [SB 125 Transit Program | CalSTA](#)

ACTION REQUIRED:

None.

ALTERNATIVES:

Not applicable.

RECOMMENDATION:

None at this time.

Enc: CALCOG Policy Brief dated July 21, 2023



July 21, 2023

The RTPA Role in Distributing New Transit Capital (and Operations) Funding in FY 23-24 State Budget

The State's Fiscal Year 23-24 Budget includes significant new funding for transit capital that may also be applied to cover transit operational needs on a region-by-region basis. Over \$5 Billion in funds will be allocated directly to Regional Transportation Planning Agencies for these purposes through a formula Transit and Intercity Rail Capital Program (TIRCP) and a new Zero Emission Transit Capital Program (ZETCP). Accompanying this funding, however, are obligations to conduct financial and transit service quality analysis that will be new to most RTPAs. This Policy Brief is meant to provide a quick overview of what is in the budget, how much will be allocated to each RTPA, and what issues still need to be addressed. We welcome your input.

A. CAPITAL FUNDING PROGRAM OVERVIEW

- **TIRCP + ZETCP = \$5.1 Billion!** Together, the two capital programs provide \$5.1 billion over four years (but most allocated in the next two years). There is \$4 billion for a regional Transit & Intercity Rail Capital Program (TIRCP) and \$1.1 billion for a new Zero Emission Transit Capital Program (ZETCP).
- **With Option to Use Funds for Transit Operating Costs.** An RTPA may opt to use all or any portion of the funds from either program for transit operating expenses consistent with an approved regional short-term financial plan or a long-term financial plan (see below). The Legislature's goal is to provide those regions that need it with a one-time multiyear bridge funding to address operational costs until long-term transit sustainability solutions are identified. Funds can be used to prevent service cuts and increase ridership; prioritize the availability of transit for riders who are transit dependent; and to prioritize transit agencies representing a significant percentage of the region's ridership.
- **Formula Allocations Coming to an RTPA Near You!** The TIRCP funding will be allocated to the 49 eligible RTPAs each year under the following formula: each agency to receive \$300,000 "off the top" with the remainder allocated by population as provided by Public Utilities Code § 99313. The ZETCP funding will be allocated half by population and half by revenue as provided by PUC § 99312.1(a). Our estimated **funding allocations for each RTPA are on the next page**. (Note that these are not official allocations, just our best guess based on the formulas and past practice).

CALCOG's Estimate of Funding Allocations for TIRCP and ZETCP Programs

RTPA		TIRCP FY 23-24 \$ 2,000,000,000	TIRCP FY 24-25 \$ 2,000,000,000	ZETCP FY 23-24 \$ 410,000,000	ZETCP FY 24-25 \$ 230,000,000	ZETCP FY 25-26 \$ 230,000,000	ZETCP FY 26-27 \$ 230,000,000	TIRCP + ZETCP Total RTPA
1	MTC Bay Area	\$384,225,402	\$384,225,402	\$ 149,492,128	\$ 83,861,438	\$ 83,861,438	\$ 83,861,438	\$ 1,169,527,245
2	Alpine	\$360,217	\$360,217	\$ 6,680	\$ 3,747	\$ 3,747	\$ 3,747	\$ 738,356
3	Amador	\$2,326,077	\$2,326,077	\$ 216,555	\$ 121,482	\$ 121,482	\$ 121,482	\$ 5,233,155
4	Butte	\$10,756,241	\$10,756,241	\$ 1,138,142	\$ 638,470	\$ 638,470	\$ 638,470	\$ 24,566,035
5	Calaveras	\$2,583,069	\$2,583,069	\$ 238,606	\$ 133,852	\$ 133,852	\$ 133,852	\$ 5,806,299
6	Colusa	\$1,407,255	\$1,407,255	\$ 119,404	\$ 66,983	\$ 66,983	\$ 66,983	\$ 3,134,863
7	Del Norte	\$1,652,803	\$1,652,803	\$ 147,050	\$ 82,491	\$ 82,491	\$ 82,491	\$ 3,700,131
8	El Dorado	\$9,912,691	\$9,912,691	\$ 1,054,868	\$ 591,755	\$ 591,755	\$ 591,755	\$ 22,655,516
9	Fresno	\$51,744,014	\$51,744,014	\$ 6,270,636	\$ 3,517,674	\$ 3,517,674	\$ 3,517,674	\$ 120,311,685
10	Glenn	\$1,756,404	\$1,756,404	\$ 154,671	\$ 86,767	\$ 86,767	\$ 86,767	\$ 3,927,779
11	Humboldt	\$7,117,521	\$7,117,521	\$ 821,884	\$ 461,057	\$ 461,057	\$ 461,057	\$ 16,440,097
12	Imperial	\$9,428,003	\$9,428,003	\$ 1,031,909	\$ 578,876	\$ 578,876	\$ 578,876	\$ 21,624,543
13	Inyo	\$1,261,035	\$1,261,035	\$ 99,235	\$ 55,669	\$ 55,669	\$ 55,669	\$ 2,788,312
14	Kern	\$46,453,489	\$46,453,489	\$ 5,057,036	\$ 2,836,874	\$ 2,836,874	\$ 2,836,874	\$ 106,474,636
15	Kings	\$7,980,652	\$7,980,652	\$ 824,961	\$ 462,783	\$ 462,783	\$ 462,783	\$ 18,174,615
16	Lake	\$3,697,393	\$3,697,393	\$ 368,764	\$ 206,867	\$ 206,867	\$ 206,867	\$ 8,384,153
17	Lassen	\$1,738,043	\$1,738,043	\$ 155,216	\$ 87,072	\$ 87,072	\$ 87,072	\$ 3,892,520
18	Los Angeles	\$496,747,176	\$496,747,176	\$ 119,168,466	\$ 66,850,603	\$ 66,850,603	\$ 66,850,603	\$ 1,313,214,629
19	Madera	\$8,343,278	\$8,343,278	\$ 857,946	\$ 481,287	\$ 481,287	\$ 481,287	\$ 18,988,364
20	Mariposa	\$1,161,300	\$1,161,300	\$ 91,564	\$ 51,365	\$ 51,365	\$ 51,365	\$ 2,568,261
21	Mendocino	\$4,834,808	\$4,834,808	\$ 502,724	\$ 282,016	\$ 282,016	\$ 282,016	\$ 11,018,389
22	Merced	\$14,812,007	\$14,812,007	\$ 1,569,895	\$ 880,673	\$ 880,673	\$ 880,673	\$ 33,835,927
23	Modoc	\$733,676	\$733,676	\$ 48,655	\$ 27,294	\$ 27,294	\$ 27,294	\$ 1,597,891
24	Mono	\$969,103	\$969,103	\$ 170,727	\$ 95,774	\$ 95,774	\$ 95,774	\$ 2,396,256
25	Monterey	\$22,188,165	\$22,188,165	\$ 2,966,850	\$ 1,664,331	\$ 1,664,331	\$ 1,664,331	\$ 52,336,173
26	Nevada	\$5,422,537	\$5,422,537	\$ 553,857	\$ 310,700	\$ 310,700	\$ 310,700	\$ 12,331,033
27	Orange	\$159,853,601	\$159,853,601	\$ 22,405,800	\$ 12,569,107	\$ 12,569,107	\$ 12,569,107	\$ 379,820,325
28	Placer	\$21,167,778	\$21,167,778	\$ 2,392,582	\$ 1,342,180	\$ 1,342,180	\$ 1,342,180	\$ 48,754,678
29	Plumas	\$1,266,121	\$1,266,121	\$ 115,128	\$ 64,584	\$ 64,584	\$ 64,584	\$ 2,841,122
30	Riverside	\$124,357,451	\$124,357,451	\$ 14,896,853	\$ 8,356,771	\$ 8,356,771	\$ 8,356,771	\$ 288,682,068
31	Sacramento	\$100,744,956	\$100,744,956	\$ 13,924,633	\$ 7,811,379	\$ 7,811,379	\$ 7,811,379	\$ 238,848,683
32	San Benito	\$3,639,719	\$3,639,719	\$ 350,304	\$ 196,512	\$ 196,512	\$ 196,512	\$ 8,219,278
33	San Bernardino	\$111,277,588	\$111,277,588	\$ 13,879,567	\$ 7,786,099	\$ 7,786,099	\$ 7,786,099	\$ 259,793,038
34	San Diego (Not MTS)	\$48,261,380	\$48,261,380	\$ 6,173,566	\$ 3,463,220	\$ 3,463,220	\$ 3,463,220	\$ 113,085,987
35	San Diego (MTS)	\$118,635,691	\$118,635,691	\$ 17,246,818	\$ 9,675,044	\$ 9,675,044	\$ 9,675,044	\$ 283,543,332
36	San Joaquin	\$40,282,693	\$40,282,693	\$ 5,057,317	\$ 2,837,031	\$ 2,837,031	\$ 2,837,031	\$ 94,133,798
37	San Luis Obispo	\$14,456,552	\$14,456,552	\$ 1,562,741	\$ 876,660	\$ 876,660	\$ 876,660	\$ 33,105,824
38	Santa Barbara	\$22,706,370	\$22,706,370	\$ 2,901,177	\$ 1,627,490	\$ 1,627,490	\$ 1,627,490	\$ 53,196,386
39	Santa Cruz	\$13,627,700	\$13,627,700	\$ 2,631,639	\$ 1,476,285	\$ 1,476,285	\$ 1,476,285	\$ 34,315,896
40	Shasta	\$9,425,969	\$9,425,969	\$ 991,204	\$ 556,041	\$ 556,041	\$ 556,041	\$ 21,511,265
41	Sierra	\$462,393	\$462,393	\$ 17,408	\$ 9,766	\$ 9,766	\$ 9,766	\$ 971,492
42	Siskiyou	\$2,514,816	\$2,514,816	\$ 238,464	\$ 133,772	\$ 133,772	\$ 133,772	\$ 5,669,413
43	Stanislaus	\$28,066,012	\$28,066,012	\$ 3,030,401	\$ 1,699,981	\$ 1,699,981	\$ 1,699,981	\$ 64,262,367
44	Tahoe RPA	\$5,131,622	\$5,131,622	\$ 531,302	\$ 298,047	\$ 298,047	\$ 298,047	\$ 11,688,689
45	Tehama	\$3,568,771	\$3,568,771	\$ 344,533	\$ 193,274	\$ 193,274	\$ 193,274	\$ 8,061,897
46	Trinity	\$1,110,645	\$1,110,645	\$ 86,449	\$ 48,496	\$ 48,496	\$ 48,496	\$ 2,453,226
47	Tulare	\$24,461,367	\$24,461,367	\$ 2,757,890	\$ 1,547,109	\$ 1,547,109	\$ 1,547,109	\$ 56,321,953
48	Tuolumne	\$3,076,403	\$3,076,403	\$ 294,003	\$ 164,928	\$ 164,928	\$ 164,928	\$ 6,941,593
49	Ventura	\$42,292,038	\$42,292,038	\$ 5,041,790	\$ 2,828,321	\$ 2,828,321	\$ 2,828,321	\$ 98,110,830
TOTALS		\$2,000,000,000	\$2,000,000,000	\$410,000,000	\$230,000,000	\$230,000,000	\$230,000,000	\$5,100,000,000

Methodologies. (1) For TIRCP: For each year, \$300,000 was taken off the top to each agency; the remainder (\$1.863 Billion) is allocated by population using DOF 2023 county populations. But figures for the two entities in San Diego County and the Tahoe Regional Planning Agency are estimates based on previous distributions under this formula made by the State Controller. We are least certain about the Tahoe number. **(2) For ZETCP:** In each year, half of the funds are distributed by population formula using the same method as TIRCP, the second half are distributed by transit revenues (e.g. farebox). These figures are proportional to the previous year's allocation by the State Controller.

- **TIRCP Eligibility.** Eligibility for TIRCP tracks with the existing competitive program: rail capital projects (including acquisition of rail cars and locomotives, that expand, enhance, and improve existing systems and connectivity); intercity, commuter, and urban rail that increase service levels, improve reliability or decrease travel times; rail, bus, and ferry integration; and bus rapid transit and other bus and ferry investments that increase ridership and reduce GHG emissions.
- **ZETCP Eligibility.** Funds may be allocated for funding zero-emission transit equipment, including, but not limited to, zero-emission vehicles and refueling infrastructure; and funding transit operations expenditures that prevent service reduction or elimination in order to maintain or increase transit ridership (if consistent with an approved regional short-term or long-term financial plan).
- **Guidelines (Coming Quick!).** CalSTA to establish Guidelines by **September 30, 2023** in consultation with transportation planning agencies, county transportation commissions, transit development boards, and transit operators.
- **Three Steps for RTPAs to Access Funds in FY 23-24.** Prior to December 31, 2023, the RTPA must: (1) Submit compiled transit operator data (see below); then (2) Determine whether funds will be applied to transit operations either in FY 23-24 or prior to the end of FY 26-27. (If no funds will be applied to operations, then no further steps are necessary); If funds will be applied, then (3) the RTPA must submit a regional short-term financial plan (see below). Agencies that do not submit complete information will have until April 30 to remedy their filings.
- **Two Steps for RTPAs to Accessing Funds in FY 24-25.** Each RTPA must submit compiled operator data and a regional short-term financial plan (regardless of whether any funds will be used to support transit operations prior to the end of FY 26-27).
- **Submitting Compiled Transit Operator Data.** The submission of data must be consistent with adopted guidelines, but at minimum must include: operator fleet and asset management plans; revenue collection methods and annual collection costs by operator; the existing service plan and planned changes; expenditures on security and safety measures; opportunities for restructuring, eliminating redundancies, and improving coordination amongst transit operators (including consolidation of agencies or reevaluation of network management and governance structure); and schedule data in General Transit Feed Specification (GTFS) format.
- **Contents of a Regional Short-Term Financial Plan.** The plan shall: demonstrate how the region will address any operational deficit using all available funds through FY 2025–26; justify how the region’s funding is proposed to be allocated to capital and operational expenses; justify and breakdown how the funding distributed between transit operators and among projects is consistent with program guidelines; demonstrate how the plan mitigates service cuts, fare increases, or layoffs to achieve short-term financial sustainability; summarize how the plan supports ridership improvement strategies.

- **Timing and Contents of a Regional Long-Term Financial Plan.** By June 30, 2026, RTPAs shall submit a plan to sustain transit operations absent additional discretionary or nonformula state funding. The plan should demonstrate the implementation of ridership retention and recovery strategies, including, policies that prioritize safety and cleanliness and streamlined coordination between transit operators, such as schedule coordination, operational management, and site sharing, to improve rider experience. The plan must also include a five-year forecast of operating funding requirements with detail on all sources of funding proposed for operations, including any new local and regional funding sources being pursued and the progress and improvements implemented since the last submitted regional short-term financial plan.
- **Transit Data Posted.** RTPAs must post on its website a summary of monthly ridership data, consistent with the data submitted to the National Transit Database, from all its transit operators during the period of time for which it receives those moneys.
- **ZETCP Use of Funds Report.** By October 31 of each year, RTPAs shall submit a report to CalSTA that describes how much funding was used for operating costs; the number, type, date, and location of zero-emission buses, trains, or other vehicles purchased; the number, type, data, and location of electric charging stations or hydrogen fueling stations installed; the nameplate capacity of installed equipment in kilowatts for electric charging stations and kilograms per day for hydrogen fueling stations; and the total costs and the source of funding for vehicles and equipment purchased using these funds.
- **CalSTA Responsibilities.** Provide technical assistance to transit operators to transition to GTFS Real Time; work with Caltrans and regions to identify improvements that could grow ridership (including transit priority); work with Caltrans and regions to identify costs of revenue collections (including Cal-ITP);

B. New Transit Transformation Task Force (Gov't Code § 13979.3)

- **To Be Convened By The End of the Year.** Membership includes Caltrans, local governments, MPOs, RTPAs, public transit advocacy organizations, labor, academia, Legislative Committee representatives, and others at the discretion of CalSTA. Operators shall represent bus, rail, ferry, and multi-modal services.
- **Goal:** grow transit ridership and improve the transit experience for all users
- **Timeline.** CalSTA shall publish a report of recommendations by October, 2025.
- **Data to Collect.** The report must include: details of current services provided, demographics, funding source breakdowns (and limitation) for capital and operations, use of TDA funds for other modes, 10 year costs estimates that include costs of local, state, and federal mandates (e.g, ADA and Clean Transit regulations, workforce challenges, state and local policies that effect service and ridership, such as transit prioritization on roads, land use, housing, and pricing policies, state agency responsibilities and COVID service responses.

- **Recommendations to Be Made.** The report must also include recommendations to improve mobility and increase ridership (e.g., service and fare integration between agencies, providing safe and clean experiences, increasing service frequency and reliability, first and last mile access, fleet management, land use, housing and pricing policy changes, workforce development challenges, TDA reform (fare box recovery), new options for revenue, and options to value capture *of property near transit*.

C. SOME INITIAL OBSERVATIONS (And Please Share Yours With Us!)

- **Clean Up Legislation?** We have heard differing opinions about the need for clean up Legislation. There is at least one instance where a specific date in the statute does not make sense, which suggests the need for some clean up. There are also some undefined terms, like “transit operator,” where further clarification could provide better certainty. If there is any clean up Legislation, it will likely be part of a “baby budget” bill that includes clean up across several budget items.
- **Guidelines ASAP!** CalSTA must develop program Guidelines by September 30 that will be immediately applicable to \$2.4 billion allocated this budget in consultation with RTPAs and transit operators (among others).
- **Scope of CalSTA Authority.** The statute could be read many ways. But CalSTA is clearly required to “approve” the short- and long-term plans upon which funding is dependent. And the plan requires, among other things, that the RTPA provide “justification for how the region’s funding is proposed to be allocated to capital and operational expenses.” Some have expressed concern that the language invites general scrutiny beyond TIRCP and ZETCP funds to the general budget decisions of the RTPAs and transit operators in the region. We also find it interesting that the RTPA may be in the role of “justifying” specific decisions of transit operators.
- **Basic Definitions.** There is some question of whether basic terms like transit operator need more definition. The quick development of the Guidelines provides some opportunity for clarity, but significant policy decisions (like determining which operators are eligible for funding) are less likely to be accomplished in Guidelines.
- **Other Remaining Uncertainties.** There are no doubt a large number of questions that either the Guidelines or clean up legislation could/should address. Here is our start:
 - What level of review or deference will CalSTA apply in reviewing plans submitted by or projects selected by the RTPA?
 - What happens when CalSTA disagrees with an RTPA demonstration or justification; what level of deference will be applied?
 - What unexpected issues may arise by requiring this new level of coordination between RTPAs and transit providers within such a short time period?
 - How will RTPA’s cover the costs of managing funds, developing short- and long-term plans, compiling data, and undertaking other obligations?

D. STATUTORY LANGUAGE

Government Code § 13979.3.

- (a) On or before January 1, 2024, the agency shall establish and convene the **Transit Transformation Task Force**.
- (b) The task force shall include, but is not limited to, representatives from transit operators, both small and large operating in urban and rural jurisdictions, the Department of Transportation, local governments, metropolitan planning organizations, regional transportation planning organizations, transportation advocacy organizations with expertise in public transit, labor organizations, academic institutions, the Senate Committee on Transportation, the Assembly Committee on Transportation, and other stakeholders, as appropriate, at the discretion of the agency. Transit operators included on the task force shall include a mix of agencies that provide bus-only service, rail-only service, ferry-only service, and multimodal service.
- (c) The task force shall develop a structured, coordinated process for engagement of all parties to solicit and develop policy recommendations to grow transit ridership and improve the transit experience for all users of those services.
- (d) The agency shall, in consultation with the task force, prepare and submit a report of findings and policy recommendations, including identifying where statutory changes would be needed to implement recommendations, based on the task force's efforts to the appropriate policy and fiscal committees of the Legislature on or before October 31, 2025. The report shall identify the financial and technical feasibility of those recommendations.
- (e) The report shall include, but is not limited to, and to the extent feasible, a detailed analysis of the following issues:
- (1) The services provided by transit agencies and the demographics of transit ridership, with detail on services provided, including persons with disabilities, or specific populations like low-income individuals and students.
 - (2) Existing funding sources for transit with a breakdown of funding available for capital and operations, including any constitutional and statutory limitations on these existing funding sources.
 - (3) The use of moneys from local transportation funds established pursuant to Section 29530 for other modes, such as streets and roads.
 - (4) The cost to operate, maintain, and provide for the future growth of transit systems for the next 10 years.
 - (5) The costs and operational impacts associated with federal, state, and local mandates, including, but not limited to, the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the State Air Resources Board's Innovative Clean Transit regulations (Article 4.3 (commencing with Section 2023) of Chapter 1 of Division 3 of Title 13 of the California Code of Regulations), to the extent feasible.
 - (6) Workforce recruitment, retention, and development challenges, impacting transit service.
 - (7) Existing policies on state and local metrics to measure transit performance.
 - (8) State and local policies that impact service efficiency and transit ridership, including, but not limited to, transit prioritization on roads, land use, housing, and pricing policies.
 - (9) Identification of state departments and agencies that have responsibility for transit system oversight, grant administration, and reporting.
 - (10) Information on how transit agencies modified their services in response to the COVID-19 pandemic and resulting drop in ridership and revenue.
 - (11) The division of transit funding between capital and operations.
- (f) The report shall also include, but is not limited to, recommendations on the following:
- (1) How to improve mobility and increase ridership on transit, including, but not limited to: (A) Service and fare coordination or integration between transit agencies. (B) Coordinated scheduling, mapping, and wayfinding between transit agencies. (C) Providing a safe and clean ride for passengers and operators. (D) Increasing the frequency and reliability, through strategies that include, but are not limited to, the sharing of real-time transit information such as arrival and departure times and predictions, service alert data, and transit prioritization on roads. (E) Strategies to provide first- and last-mile access to transit. (F) Strategies to achieve fleet and asset management goals and needs, including funding approaches.
 - (2) Changes to land use, housing, and pricing policies that could improve public transit use.
 - (3) Strategies to address workforce recruitment, retention, and development challenges.
 - (4) Reforming the Transportation Development Act (Chapter 4 (commencing with Section 99200) of Part 11 of Division 10 of the Public Utilities Code), including, but not limited to, replacing the fare box recovery ratios and efficiency criteria with performance metrics that better measure transit operations.
 - (5) Identification of the appropriate state department or agency to be responsible for transit system oversight and reporting.
 - (6) New options for revenue sources to fund transit operations and capital projects to meet necessary future growth of transit systems for the next 10 years.
 - (7) The potential of transit-oriented development and value capture of property around transit stations as a source of sustainable revenue for transit operations.

(g) The task force may consult with the California Transportation Commission to use its work on the needs assessment prepared pursuant to Section 14518 regarding the identification of future transit capital and operational needs. The task force may use data provided pursuant to Section 13987 to inform the analysis.

(h) This section shall remain in effect only until January 1, 2028, and as of that date is repealed.

Government Code § 13987.

(a) Subject to the appropriation of funds for the purposes described in paragraphs (1) and (2) in the Budget Act of 2023, 2024, 2025, or 2026, the agency shall develop and administer an accountability program related to the distribution of funds from the following sources: (1) Funds appropriated to the agency in the annual Budget Act from the General Fund for purposes of the Transit and Intercity Rail Capital Program (Part 2 (commencing with Section 75220) of Division 44 of the Public Resources Code) for allocation pursuant to Section 99313 of Public Utilities Code. (2) Funds appropriated to the agency in the annual Budget Act from the Greenhouse Gas Reduction Fund and the Public Transportation Account for purposes of the Zero-Emission Transit Capital Program (Part 6 (commencing with Section 75260) of Division 44 of the Public Resources Code) for allocation pursuant to paragraphs (1) and (2) of subdivision (a) of Section 99312.1 of the Public Utilities Code.

(b) (1) The agency shall, in consultation with transportation planning agencies, county transportation commissions, transit development boards, and transit operators, develop guidelines aligned with the legislative intent described in subdivision (d) of Section 75226 of, and subdivision (f) of Section 75260 of, the Public Resources Code for the administration of the funding described in subdivision (a).

(2) The guidelines described in this section shall be exempt from the Administrative Procedure Act (Chapter 3.5 (commencing with Section 11340) of Part 1).

(3) Before adopting or modifying the guidelines pursuant to paragraph (4), the agency shall adopt draft guidelines, post those draft guidelines on its internet website, and conduct at least one public workshop or hearing on the draft guidelines. Nothing in this section precludes the agency from conducting additional public workshops or posting informal draft guidelines to inform guideline development before the adoption of final guidelines.

(4) (A) The agency shall adopt the final guidelines governing the distribution of funds for the 2023–24 fiscal year on or before September 30, 2023.

(B) The agency may modify the guidelines adopted pursuant to subparagraph (A) for the distribution of funds for the 2024–25 fiscal year no later than September 30, 2024.

(c) (1) (A) A regional transportation planning agency may only receive an allocation of funds in the 2023–24 fiscal year from the funding sources described in subdivision (a) if both of the following conditions are met by December 31, 2023:

(i) Except as provided in subparagraph (B), the regional transportation planning agency submits, and the agency approves, a regional short-term financial plan for immediate service retention consistent with the adopted guidelines and the requirements set forth in subdivision (e). If a regional transportation planning agency elects to use the funds described in subdivision (a) for operations for any of its transit operators in the 2023–24 fiscal year or forecasts operational need between the 2023–24 and 2026–27 fiscal years, inclusive, for any of its transit operators, then it shall submit a regional short-term financial plan pursuant to this clause.

(ii) The regional transportation planning agency submits to the agency regionally compiled transit operator data that is consistent with requirements included in the adopted guidelines and the requirements set forth in subdivision (f), and is compiled in coordination with transit operators providing service within the jurisdiction of the regional transportation planning agency.

(B) A regional transportation planning agency shall not be required to submit a regional short-term financial plan pursuant to subparagraph (A) if it declares that it does not have an operational need between the 2023–24 and 2026–27 fiscal years, inclusive, for any of its transit operators and will not use funding sources described in subdivision (a) for operations for any of its transit operators.

(2) A regional transportation planning agency may only receive an allocation of funds in the 2024–25 fiscal year from the funding sources described in subdivision (a) if it submits, and the agency approves, an updated regional short-term financial plan, and updated transit operator data, as described in paragraph (1), by December 31, 2025. The requirement to submit a regional short-term financial plan to receive 2024–25 fiscal year funding shall apply to all regional transportation planning agencies receiving funding described in subdivision (a) regardless of whether the agency was exempt pursuant to subparagraph (B) of paragraph (1).

(3) Notwithstanding paragraphs (1) and (2), the agency shall provide a regional transportation planning agency that does not meet requirements specified in paragraph (1) or (2) with an opportunity to remedy its plan and data and shall provide the allocation of funding after the requirements are met by no later than April 30, 2024, for the 2023–24 fiscal year and by no later than April 30, 2025, for the 2024–25 fiscal year.

(4) Upon agency approval of a regional short-term financial plan pursuant to paragraph (1) or (2), a regional transportation planning agency shall post the plan on its internet website.

(d) A regional transportation planning agency shall submit a long-term financial plan consistent with the requirements of subdivision (g) to the agency by June 30, 2026, that addresses the approach to sustain its region's transit operations absent additional discretionary or nonformula state funding.

(e) For purposes of subdivision (c), a regional short-term financial plan shall include, but is not limited to, all of the following:

(1) A demonstration of how the region will address any operational deficit, using all available funds including the fund sources described in subdivision (a), through the 2025–26 fiscal year, based on a 2022 service baseline.

(2) Justification for how the region's funding is proposed to be allocated to capital and operational expenses.

(3) A detailed breakdown and justification for how the funding is proposed to be distributed between transit operators and among projects, consistent with the legislative intent described in subdivision (d) of Section 75226 of, and subdivision (f) of Section 75260 of, the Public Resources Code

(4) A demonstration of how the plan will mitigate service cuts, fare increases, or layoffs relative to a 2022 service baseline to achieve short-term financial sustainability.

(5) A summary of how the plan will support ridership improvement strategies that focus on riders, such as coordinating schedules and ease of payment and improving cleanliness and safety, to improve the ridership experience.

(f) For purposes of subdivision (c), a regional transportation planning agency shall compile and submit regionally representative transit operator data to the agency including, but not limited to, all of the following data:

(1) Existing fleet and asset management plans by transit operator.

(2) Revenue collection methods and annual costs involved in collecting revenue for each transit operator and regional transportation planning agency involved.

(3) A statement of existing service plan and planned service changes.

(4) Expenditures on security and safety measures.

(5) Opportunities for service restructuring, eliminating service redundancies, and improving coordination amongst transit operators, including, but not limited to, consolidation of agencies or reevaluation of network management and governance structure.

(6) Schedule data in General Transit Feed Specification (GTFS) format to enable full visibility of service and service changes where feasible.

(g) For purposes of subdivision (d), a regional long-term financial plan shall include, but is not limited to, both of the following:

(1) Demonstration of the implementation of ridership retention and recovery strategies, including, but not limited to, policies that prioritize safety and cleanliness and streamlined coordination between transit operators, such as schedule coordination, operational management, and site sharing, to improve rider experience.

(2) A five-year forecast of operating funding requirements with detail on all sources of funding proposed for operations, including any new local and regional funding sources being pursued and the progress and improvements implemented since the last submitted regional short-term financial plan.

(h) As a condition of receiving moneys from the funding sources described in subdivision (a), a regional transportation planning agency shall post on its internet website a summary of monthly ridership data, consistent with the data submitted to the National Transit Database, from all its transit operators during the period of time for which it receives those moneys.

(i) (1) The agency shall support the transit goals set forth in this section by doing all of the following:

(A) Providing technical assistance to transit operators to transition to GTFS Real Time.

(B) Working with the Department of Transportation and each region to identify service improvements that could further grow ridership at both regional and interregional levels, including, but not limited to, transit priority.

(C) Working with the Department of Transportation and each region to identify opportunities to reduce the costs of revenue collection across operators, including through their California Integrated Transit Project.

(2) The agency may withhold up to five million dollars (\$5,000,000) of the funding described in subdivision (a) to administer the accountability program established pursuant to this section. This funding shall be available for encumbrance and liquidation until June 30, 2028.

(j) For purposes of this section, "regional transportation planning agency" means a recipient of funding described in paragraphs (1) and (2) of subdivision (a) of Section 99312.1 of the Public Utilities Code.

Government Code § 14509.5.

(a) Notwithstanding any other law, each member of an advisory committee to the commission who is not a commission member shall receive a per diem of one hundred dollars (\$100) for each day actually spent in the discharge of authorized advisory committee duties, and shall also be reimbursed for traveling and other expenses necessarily incurred in the performance of those duties.

(b) For purposes of this section, "advisory committee" includes, but is not limited to, those committees described in Sections 14506 and 14506.5 of this code and Section 3090 of the Vehicle Code.



MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT

Agenda #14f
Reports
MCOG Meeting
10/2/2023

TITLE: Feasibility Study - MTA Ukiah Transit Center

DATE PREPARED: 9/25/23

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 10/02/23

BACKGROUND:

This report is to give you an update on the feasibility study and location analysis for MTA's new Ukiah Transit Center planning project that's been in process since last December. The purpose of this project is to evaluate potential locations (including opportunities for multi-modal improvements) for a new transit center in the greater Ukiah area.

As previously reported, the Site Analysis Report (*Technical Memorandum #2*) included a summary of all sites reviewed, with the top three locations narrowed down to: Mason Street (south of existing bus stop); East Perkins Street (former Savings Bank); and North Orchard Avenue (north of Kohls).

The consultant team (LSC Transportation Consultants) gave a presentation on these three potential sites to the MTA Board at their August 30 meeting, and explained that the North Orchard Avenue site ranked as the "preferred site". MTA Board concurrence on the preferred site was requested in order to proceed with the next step of creating architectural renderings. After MTA Board discussion, there was no consensus on a preferred location.

Subsequently, on September 22, a special MTA Board meeting/site tour was noticed and held to visit the top three sites and consider a preferred alternative. That tour/meeting resulted in MTA Board action (*4 members present, motion passed on 3-1 vote*) to support the recommended preferred option of the North Orchard Avenue site.

As previously reported, the main community engagement effort occurred this past spring with an online survey, online recorded virtual workshop, and two in-person charrette events (on-site at Pear Tree Center Bus Stop, and on-site at Ukiah Farmer's Market). A project page is posted on MCOG's website where individuals may learn about the project, view a virtual workshop presentation, and review project deliverables/reports.

The project schedule has shifted a bit, but we are still expecting the Draft and Final reports in November/December.

MTA may utilize the recommendations in the final report to pursue next steps of grant application, property acquisition, environmental process, design, and construction of the new facility and multimodal improvements. This study is included in MCOG's FY 2023/24 Overall Work Program (Work Element 3), as a carryover project. The total project budget is \$152,696 (*\$150,000 consultant + \$2,696 MCOG staff*). The awarded consultant contract came in under budget at \$134,231.

ACTION REQUIRED: Information only.

ALTERNATIVES: N/A.

RECOMMENDATION: Information only.