

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS
TECHNICAL ADVISORY COMMITTEE

Meeting Held Remotely via Zoom Meeting/Teleconference

January 18, 2023

Members Present

Alicia Meier, County DOT
Chantell O’Neal, City of Fort Bragg
Paul Andersen, City of Point Arena
Jason Benson, City of Ukiah
Dusty Duley, City of Willits
Dean Meester, Caltrans

Members Absent

AQMD Representative
Mark Cliser, Co. DPBS
Jacob King, MTA

Staff & Others Present

Nephele Barrett, MCOG Administration
Loretta Ellard, MCOG Planning
Jesus Rodriguez, MCOG Planning
James Sookne, MCOG Planning
Alexis Pedrotti, MCOG Planning
Michael Villa, MCOG Administration
Kyle Finger, Caltrans
Tasha Ahlstrand, Caltrans
Heather Gurewitz, City of Fort Bragg
Tim Eriksen, City of Ukiah
Dave Shpak

1. **Call to Order/Introductions** – Nephele called the meeting to order at approx. 10:02 a.m.
2. **Public Expression** – None.
3. **Input from Native American Tribal Governments’ Representatives** – No tribal representatives were present.
4. **Approval of Minutes of 9/21/22** – Motion by Paul Andersen, seconded by Dusty Duley, and carried unanimously on roll call vote (6 ayes – Meier, O’Neal, Andersen, Benson, Duley, Meester), to approve the minutes of 9/21/22.
5. **2023 TAC Meeting Schedule** – Loretta reviewed the proposed 2023 TAC meeting schedule, and noted that four regular meeting dates (third Wednesdays) conflict with California Transportation Commission meetings, so staff is proposing alternate dates on fourth Wednesdays for those meetings, as follows:

2023 TAC Meeting Schedule	
January 18, 2023	
February 15, 2023	
March 15, 2023	
April 19, 2023	
May 24, 2023	(Fourth Wednesday, due to CTC meeting)
June 21, 2023	
July 19, 2023	
August 23, 2023	(Fourth Wednesday, due to CTC meeting)
September 27, 2023	(Fourth Wednesday, due to CTC meeting)
October 25, 2023	(Fourth Wednesday, due to CTC meeting)
November 15, 2023	
December 20, 2023	

No objections were noted to the proposed dates, and no action to adopt the calendar was required. Nephele noted the MCOG Board will be going back to in-person/hybrid meetings as of the end of February, and the TAC, as an advisory committee, will need to follow the same guidelines. MCOG Board uses the Board of Supervisors' chambers which is equipped for hybrid meetings, but our conference room does not have the same equipment. We can set up a hybrid/Zoom option on a laptop to provide a remote meeting option for long-distance members, and will need to list all call-in locations on the agenda. The public may attend remotely without having their location listed.

6. Updates from Caltrans District 1 Staff

6a. Mid-Year Review of Caltrans' Activities Listed in Information Element of FY 2022/23 OWP
Dean Meester gave an overview of Caltrans's activities, as follows:

Regional Transportation Planning Outreach – quarterly meetings continue; next meeting March 2023.
Non-Motorized Census Effort – Data collection by setting Miovision cameras at various locations is an ongoing effort since 2014.

Active Transportation Census Design – an effort with UC Berkeley, designed so bike/ped volume estimates can be obtained in areas where no counters are planned.

District 1 Pedestrian and Bicycle Advisory Committee – mission is to help District 1 meet the needs of bike and pedestrian users within the District. The advisory committee was established in June 2022, and includes members from Humboldt, Lake and Mendocino counties. Meetings are held quarterly.

Mendocino-Lake Counties Travel Demand Model Update – this update has been ongoing since early 2021; data collection effort wrapped up late last year, project is close to getting results.

District System Management Plan – on hold due to other priorities; likely to be revisited in 2023.

Multi-modal Corridor Management Plans – the first new Electronic Corridor Management Plan (E-CMP) in Mendocino County will be for SR 222 (Talmage Road). A public event for local input will be scheduled, likely in March 2023; wrap-up planned for this calendar year.

Growth Factor Updates – Caltrans is currently scoping an update; new growth forecasts will use updated traffic demand models and historical counts, as well as other new technology.

Climate Action Website – website is live at <https://www.northcoastclimateaction.org/>

Climate Change Vulnerability Assessment – contract is awaiting approval in Sacramento, to then be released for bids. Timing aligns well with State's fifth Climate Change Assessment.

Sea Level Rise Guidance – latest guidance was adopted in 2011; updated guidance was slated to be released in 2021, but it appears it has not yet been released.

A general discussion ensued with Dean and Tasha responding to questions and offering to follow-up on some items. Tasha will relay MCOG staff's desire to be included in traffic model update meetings, and will share a list of bike and pedestrian count locations. The slideshow will be provided following the meeting. Nephele expressed appreciation that this informative report will become a regular item.

6b. Report on Various Grant Programs – Kyle Finger, Caltrans District 1, gave a slide presentation of various State and Federal grant programs. Numerous programs were listed, with details including available funding, cycles and deadlines, reimbursement ratios, eligible projects, and website links.

There was brief discussion with Kyle responding to questions. He offered to provide the slide presentation after the meeting. Loretta briefly reviewed a spreadsheet listing information about various grant programs. Alicia said she attended a RAISE workshop, but did not think any of the County's projects would be competitive with the merit criteria. RAISE funds also did not work for MCOG's potential mobility solutions project, per Nephele, as operating costs are not allowed.

Caltrans' Sustainable Transportation Planning Grants due March 9 were briefly discussed. Nephele asked if local agencies intend to apply. MCOG is working on at least one, possibly two applications, plus helping with Ukiah's School Street grant. Tim said Ukiah is considering an application to possibly extend some version of the downtown streetscape to the length of the city limits, for master planning. Tasha mentioned the Jan. 31 STPG workshop and noted the flyer in the agenda packet had an error (*should be \$84 million available, not \$71.5 million*) and will be corrected and re-distributed. She noted the \$50 million funding pot for Climate Adaptation Planning, and Nephele encouraged members to look at anything that might fit this program, noting the large amount of funding in this cycle.

7. FY 2023-24 Overall Work Program (OWP) – Review Funding Requests

Lexi reviewed her staff report which included a summary of funding needs and expected revenues for the FY 2023/24 OWP. Funding needs total \$672,853, compared to estimated revenue of \$636,450, resulting in a shortfall of \$36,403. Three applications for planning projects were received from local agencies (City of Fort Bragg, County Department of Transportation, and City of Point Arena).

Applicants were invited to review their applications which were included in the agenda packet. Heather reviewed the City of Fort Bragg's "Pedestrian and ADA Connectivity project (\$60,805 request); Alicia reviewed the County's "Combined Special Studies" application (\$60,000); and Paul reviewed the City of Point Arena's "Downtown Parking Master Plan" application (\$53,750).

A general discussion ensued, with applicants responding to questions. Alicia also responded to questions from Dave Shpak about study locations in the County's project, and offered to follow up with him later. Estimated funding vs project requests and funding shortfalls were discussed. It was noted that direct costs are increasing, and the MCOG planning contract through Davey-Bates Consulting also includes an estimated 4% CPI increase. Nephele noted some duplication in funding needs since the proposed grant match (\$20k) would cover some MCOG planning staff time. Lexi noted it may be possible to request additional LTF funds, but that is not yet known.

Paul said Point Arena had a project in the FY 22/23 OWP which didn't happen due to unforeseen circumstances, so he requested an amendment to swap that funding for his new project. Lexi and Nephele explained staff felt a new application for FY 23/24 was more appropriate than an amendment to the FY 22/23 OWP, since a different project is being proposed than the one that was competitively awarded.

In recognition of the expected funding shortfall, all applicants expressed support for reducing their funding requests, if needed. In response to an inquiry from MCOG staff, Paul said the budget for Point Arena's project is approximately 10% staff time, with the balance for a consultant.

Nephele thanked members for their cooperation, and said the discussion gives staff guidance on how to proceed. A draft OWP will be developed for TAC review at the next meeting.

8. FY 2022-23 Overall Work Program (OWP) – Second Amendment

Lexi reviewed her staff report which outlined the need for this minor second amendment. She noted the request from County DOT to amend a task in Work Element 6 is no longer needed, so that was not included in the proposed amendment.

Proposed revisions are as follow: WE 7 – add \$2 carryover PPM funds; exchange \$53,750 of FY 22/23 PPM funds for older PPM funding in WE 15 to ensure funds are fully expended by deadline. WE 13 – adjust tasks as requested by Fort Bragg. WE 15 – swap FY 2021/22 PPM funds from this work element with FY 22/23 PPM funds in WE 7, and terminate project per Point Arena’s request. These funds will be carried over for use in the FY 23/24 OWP. This proposed amendment would increase the total FY 2022/23 OWP from \$1,178,312 to \$1,178,314, an increase of \$2.

A brief discussion ensued with MCOG staff and local agency staff responding to questions.

Motion by Alicia Meier, seconded by Chantell O’Neal, and carried unanimously on roll call vote (6 ayes – Meier, O’Neal, Andersen, Benson, Duley, Meester), to recommend approval of the Second Amendment to the FY 2022/23 Overall Work Program.

9. Staff Reports

9a. Active Transportation Program Cycle 6 Funding Award – Gualala Downtown Streetscape Project – Nephela was pleased to report that this ATP application was successful and the project has been awarded approximately \$7 million in construction funding. She expressed thanks to Caltrans and MCOG staff who worked jointly on the application. Construction is scheduled to occur in 2025.

9b. Mobility Solutions for Rural Communities of Inland Mendocino County – Feasibility Study Loretta reported the consultant team has completed analysis of information gathered through the community outreach and survey, and has developed a range of potential mobility solutions for each community, that are currently being reviewed. Another round of virtual Technical Advisory Group (TAG) and community meetings are scheduled to be held in February.

9c. MTA Ukiah Transit Center – Feasibility Study – Loretta reported this study kicked-off in December with stakeholder meetings and initial sites visits to potential locations. Upcoming activities include an online survey and planning charrette in April. The project runs through Fall 2023.

9d. MCOG Public Outreach with ChargePoint for Rural Electric Vehicle – Loretta reported MCOG will be hosting community and stakeholder workshops to identify preferred electric vehicle charging locations for new chargers funded by the California Energy Commission. MCOG is partnering with ChargePoint to conduct public outreach for this project. The project includes installation of 25 EV chargers dispersed at five separate sites in the greater Ukiah area, including a fast charging hub in central Ukiah, plus chargers at four additional sites between Redwood Valley and Hopland.

A virtual community workshop is scheduled for February 16 at 5:30 p.m., followed by a stakeholder workshop on February 22, 2023 at 9:00 a.m. for local agency staff and other stakeholders.

10. Miscellaneous

10a. Next Meeting – 2/15/23.

11. Adjournment – approx. 12:02 p.m.

Respectfully Submitted,

Loretta Ellard
Deputy Planner