



MENDOCINO COUNCIL OF GOVERNMENTS

525 South Main Street~Ukiah~California~95482
www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

Administration: Suite B
(707) 463-1859
Transportation Planning: Suite G
(707) 234-3434

AGENDA

Monday, April 5, 2021 at 1:30 p.m.

Teleconference

*Zoom videoconference link provided to Council members and by request.
Please submit access request by noon on the meeting date to
info@mendocinocog.org or call MCOG Administration at (707) 463-1859.*

Audio Call-in Option: 1 (669) 900-6833 (in CA)
Meeting ID: 892 4241 1772 Passcode: 071695

Additional Media

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

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

NOTICE: All meetings of the Mendocino Council of Governments will be conducted by teleconference (audio and/or video) and not available for in-person public participation, pursuant to the Governor's Executive Order N-29-20. In order to minimize the risk of exposure to COVID-19, the public may participate in lieu of personal attendance in several ways. Since opportunities during the meeting are limited, we encourage submitting comments in advance.

- In advance of the meeting: email comments to info@mendocinocog.org or send comments using the form at <https://www.mendocinocog.org/contact-us>, to be read aloud into the public record.
- During the meeting: email comments to info@mendocinocog.org or send comments using the form at <https://www.mendocinocog.org/contact-us>, to be made available as soon as possible to the Board of Directors, staff, and the general public as they are received and processed by staff.
- During the meeting: make oral comments 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. Convene as RTPA
3. Recess as RTPA – Reconvene as Policy Advisory Committee

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

4. 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

5. Presentation: Gualala Downtown Streetscape Enhancement Project – *Information/Discussion*
6. Executive Committee Recommendations of February 25, 2021
 - a. Draft FY 2021/22 Regional Transportation Planning Agency (RTPA) Budget - *No Action*
 - b. Approval of Extensions to Professional Services Agreements through September 30, 2022
 - i. Administration & Fiscal Services – Dow & Associates
 - ii. Planning Services – Davey-Bates Consulting (DBC)
7. Technical Advisory Committee Recommendations of March 17, 2021:
 - a. Approval of Amendment to 2020 Regional Transportation Improvement Program (RTIP)
 - b. Approval of Fourth Amendment to Fiscal Year 2020/21 Transportation Planning Overall Work Program (OWP)
8. Discussion/Direction: Coronavirus Response & Relief Supplemental Appropriations Act (HR 133) Funding Distribution to Member Local Agencies
9. Consideration of Letter Opposing Assembly Bill 786 – *Existing law requires the California Transportation Commission to appoint an executive director; this bill would instead require the executive director to be appointed by the Governor*
10. Annual Appointment to Standing Committees: California Association of Councils of Governments (CALCOG) – *continued from February 1, 2021*

CONSENT CALENDAR

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

11. Approval of February 1, 2021 Minutes
12. Approval of Second Fiscal Year 2020/21 Budget Amendment: Releasing Temporary Reserves of Local Transportation Funds to LTF 2% Bicycle & Pedestrian Program by Amending Budget Tables and Resolution No. M2020-04, Formalizing Board Action of February 1, 2021
13. Approval of February 25, 2021 Executive Committee Minutes
14. Acceptance of 2019/20 Fiscal Audit of Mendocino Transit Authority

RATIFY ACTION

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

REPORTS

16. Reports – Information – *No Action*
 - a. Caltrans District 1 – Projects Update and Information
 - b. Mendocino Transit Authority
 - c. North Coast Railroad Authority
 - d. MCOG Staff - Summary of Meetings

- e. MCOG Administration Staff
 - i. April 15, 2021 – Mendocino Express Corridor – *virtual ribbon cutting ceremony*
[California EV Charging Corridors Celebration \(chargepoint.com\)](https://www.chargepoint.com)
 - ii. California Transportation Foundation (CTF) Forum, March 16, 2021
 - iii. Miscellaneous
 - iv. Next Meeting Date – Monday, May 3, 2021 – Virtual Transportation Tour of Ukiah Area, Coordinated Plan Adoption, and Budget Workshop
- f. MCOG Planning Staff
 - i. 2022 Regional Transportation Plan/Action Transportation Plan Update – Outreach through Social Pinpoint: [Regional Transportation Plan \(RTP\) & Active Transportation Plan – 2022 Update - Mendocino Council of Governments \(mendocinocog.org\)](https://www.mendocinocog.org)
 - ii. Miscellaneous
- g. MCOG Directors
- h. California Association of Councils of Governments (CALCOG) Delegates – Regional Leadership Forum, March 22-23

ADJOURNMENT

17. 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 de acuerdo con el Americans with Disabilities Act, o personas que requieren servicios de interpretación (libre de cargo) deben comunicarse con MCOG (707) 463-1859 al 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 agendaized, MCOG may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED 3.30.2021

Next Resolution Number: M2021-01



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #5
Regular Calendar
MCOG Meeting
4/05/2021

TITLE: Gualala Downtown Streetscape Project –
Presentation and Discussion

DATE PREPARED: 03/26/21
MEETING DATE: 04/05/21

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: An update report on the Gualala Downtown Streetscape Project was provided at the February MCOG Board meeting. Since that time, we have received the report of the public survey and other feedback from Caltrans. We have also learned that our application for an Active Transportation Program grant was not successful.

At this meeting, MCOG staff and Caltrans will provide a presentation on the most recent alternatives that were presented to the public at the virtual public workshop in January, the results of the survey and other feedback received before and after the workshop, and potential changes to the alternatives that will be considered as a result of the feedback. We'll also discuss potential for future grant funding and a project timeline.

Board members may discuss and provide comments to staff on the project alternatives, public feedback, and project funding.

ACTION REQUIRED: This item is for information and discussion. No action is required.

ALTERNATIVES: None identified.

RECOMMENDATION: Receive the presentation, discuss the project, and provide comment to MCOG staff and Caltrans. This item is for information and discussion. No formal action is required at this meeting.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #6a
Regular Calendar
MCOG Meeting
4/05/2021

TITLE: Executive Committee's Fiscal Year 2021/22 Budget Recommendations

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE: 3.18.2021

BACKGROUND:

The Executive Committee met February 25 to review and recommend on staff's initial draft budget as usual. Segments of the budget go through further review by MCOG's standing committees before final adoption by the Council in June. The committee focused on the Local Transportation Fund (LTF) revenues and allocations. Following is a brief summary.

Highlights of the coming year's budget: The LTF estimate of local sales tax revenue again shows a significant increase from the previous year. Actual revenues for FY 2019/20 topped \$4 million for the first time and are projected to go higher in the year ahead. While public officials were bracing last spring for revenue losses to result from the pandemic, those losses have impacted fuel taxes rather than sales taxes. MCOG's 2020/21 budget cautiously held back as temporary reserves the estimated increase in sales tax, anticipating such losses. Since 2020/21 sales tax receipts are coming in at high levels to date and the County Auditor predicts excess revenue or "unrestricted balance" at fiscal year end, staff proposed releasing those temporary reserves in the 2021/22 budget. Two options were suggested for allocating the funds to public transit purposes.

While the infusion of revenues from Senate Bill 1, the Road Repair & Accountability Act of 2017, had more than doubled annual revenues from State Transit Assistance (STA) since its low point in FY 2016/17, that funding source from fuel taxes has tapered off somewhat. SB 1 also added funds to transportation planning grants and other programs that benefit transit and MCOG member agencies. Last year the federal CARES Act added funds for public transit, carried forward.

- The County Auditor's estimate of LTF sales tax revenue of \$4,525,780 is up 8.4% (\$351,402) from the FY 2020/21 estimate (same percentage increase as last year). Note this is a comparison of an early estimate with a new early estimate. Comparing actuals, the County Auditor's calculation found an increase of revenues this fiscal year-to-date (July 2020-January 2021) of 14% over the same months of actuals a year ago, then applied a more conservative increase from a three-year average to arrive at the new FY 2021/22 estimate.
- An excess of \$219,584 (5.3%) is projected for the current year 2020/21, which, if the revenues materialize, would be available in FY 2022/23.
- Under MCOG's LTF Reserve policy (for public transit operations), the minimum balance would be set at \$226,000 (five percent of the Auditor's estimate). With the unusual growth in revenues, the Executive Committee recommended reserving twice that amount, to assist MTA in setting aside emergency cash as a fiscal best practice.
- \$29,135 remains reserved of the prior-year unallocated LTF revenues.

The Executive Committee recommended approval of staff's recommended "Option A" Draft 2020/21 Regional Transportation Planning Agency (RTPA) Budget, for further development during the annual budget process, including:

- LTF Reserve fund balance of ten percent, \$452,000, double the minimum as allowed under policy, releasing for allocation \$18,301
- A reserved balance of LTF prior-year unallocated revenues of \$29,135
- \$492,001 LTF for Administration
- \$80,676 LTF for 2% Bicycle & Pedestrian Program, allocating the full optional 2%
- \$147,701 LTF for the Planning program
- \$4,071,667 LTF for Transit
- Allocations from other sources for the Transportation Planning Overall Work Program (OWP) as recommended by staff and Technical Advisory Committee
- Allocations from the Regional Surface Transportation Program (RSTP) according to policy and the staffing contract.

Conclusion: Total available revenues for allocation from all sources are estimated at over \$9 million, expected to rise with the addition of funds carried over (note “pending” items on the summary sheet). Despite the faltering national economy, for the coming year MCOG will be able to fund programs of the Regional Transportation Planning Agency and Mendocino Transit Authority, with a steady increase of sales tax revenues, augmented by other funding sources.

ACTION REQUIRED: None at this time.

ALTERNATIVES: Not applicable.

RECOMMENDATION: None, this is for information only.

Enclosure:

Summary of recommended FY 2021/22 Budget

Mendocino Council of Governments

Regional Transportation Planning Agency - Fiscal Year 2021/22 Budget

Administration, Bicycle & Pedestrian, Planning, Transit Allocations and Reserves - Executive Committee Recommendation - February 25, 2021

REVENUES	Trans. Devt. Act (TDA)			State			Federal		Local Agencies	TOTALS
	LTF	STA	CRF	PPM	RPA	Grants	STBGP	5311		
2021/22 LTF Official County Auditor's Estimate	4,525,780									4,525,780
2020/21 Auditor's Anticipated Unrestricted Balance	219,584									219,584
Total Local Transportation Fund (LTF) Estimate	4,745,364									4,745,364
2020/21 Auditor's Anticipat'd Unrestricted Balance - Reversal	-219,584									-219,584
Reserved LTF prior-year unallocated revenues <i>inc. 2020/21 \$247,964 partial reserve</i>	277,099									277,099
Carryover - Planning Overall Work Program and RSTP Local Assistance	33,779						233,785			267,564
2021/22 State Transit Assistance - SCO's Preliminary Estimate		653,365								653,365
2021/22 State of Good Repair - SCO's Preliminary Estimate						139,740				139,740
STA and SGR - Fund Balance Available for Allocation		1,856				0				1,856
MCOG's Capital Reserve Fund - Balance Available for Transit			696,296							696,296
Federal Transit Administration (FTA) Sec. 5311 Program- CARES Act carryover							1,508,613			1,508,613
FTA Section 5311 Program - Annual Regional Apportionment							pending 5311			0
2021/22 STIP Planning, Programming & Monitoring (PPM)				106,000						106,000
2021/22 Rural Planning Assistance					294,000					294,000
2021/22 State Active Transportation Program (ATP - grants & carryover)						pending				0
2020/21 Transportation Planning Program carryover				pending	pending					0
2020/21 Local Road Safety Plans (LRSP) carryover									pending	0
Surface Transportation Block Grant Program last year's actual pending new estimate							796,494			796,494
HCD Regional Early Action Planning (REAP) Housing Funds - carryover						pending				0
LTF Reserve:										
2019/20 LTF Unrestricted Balance- audit in progress	256,982									
LTF Reserve Balance as of 6/30/2020- audit in progress	416,394									
Less LTF Reserve Allocated for FY 2020/21	203,075									
Subtotal	470,301									
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001 - <i>double at 10%</i>	452,000									(Per policy, Reserve is 5% of County Auditor's estimate of new revenue, to nearest 1,000.)
Amount Available for Allocation in FY 2021/22	18,301									18,301
TOTAL REVENUES	4,854,959	655,221	696,296	106,000	294,000	139,740	1,030,279	1,508,613	0	9,285,108
ALLOCATIONS										
Temporary Reserves - LTF prior-year unallocated revenues	29,135									29,135
2021/22 Administration	492,001						90,000			582,001
2% Bicycle & Pedestrian - 2021/22 LTF Estimate less Admin. x .02	80,676									80,676
2020/21 Planning Overall Work Program (OWP) - New Funds	147,701			106,000	294,000				0	
Carryover Funds - See OWP Summary	33,779			pending	pending	0				Total OWP: 581,480
Total Administration, Bike & Ped., and Planning	783,292	0	0	106,000	294,000	0	90,000	0	0	1,273,292
BALANCE AVAILABLE FOR TRANSIT	4,071,667	655,221	696,296	0	0	139,740	0	1,508,613	0	7,071,537
2021/22 Mendocino Transit Authority Claim- due April 1:										
MTA Operations								pending 5311		0
Unmet Transit Needs										0
Senior Centers Operations										0
Capital Reserve Fund Contribution										0
Capital Program, MTA & Seniors Current Year										0
Capital Program, Senior Centers Current Year										0
Capital Program, Long Term (Five Year Plan)										0
Total Transit Allocations	0	0	0					0		0
Other Allocations- RSTP for MCOG Partnership Fund							100,000			100,000
Other Allocations- RSTP for County & Cities Projects by Formula							606,494			606,494
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail						pending				
Other Allocations - REAP for Admin., County & Cities Projects by Formula						pending				pending
TOTAL ALLOCATIONS	783,292	0	0	106,000	294,000	0	796,494	pending	0	1,979,786
Balance Remaining for Later Allocation	4,071,667	655,221	696,296	0	0	139,740	233,785	1,508,613	0	7,305,322



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #6b
Regular Calendar
MCOG Meeting
4/05/2021

STAFF REPORT

TITLE: MCOG Staffing Services and Extensions of Agreements for Professional Services **DATE PREPARED:** 3/24/21
MEETING DATE: 4/5/21

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.

In anticipation of the initial contract period ending in October of 2019, the Executive Committee considered the option to extend the existing contracts or prepare an RFP and conduct a full procurement process. The Executive Committee recommended and the MCOG Board approved exercising the option for extensions. An ad hoc committee was appointed to work with the two contractors on the extensions.

The two contractors prepared and submitted to the ad hoc committee one-year contract extensions consistent with the provisions of the original contract. Extended cost plans were included which identified base contract amounts for the one-year extension as well as projected base costs for the subsequent four one-year extension periods. The ad hoc committee recommended approval of the contract extensions to the Board, which the Board subsequently approved. The committee also expressed an interest in a multi-year extension, however the language in the contract did not allow for that. In lieu of a multi-year extension, they requested a streamlined extension process for the following year.

With that in mind, proposed extensions for the following one-year period were presented to, and recommended for approval by the Executive Committee, and subsequently approved by the MCOG Board in 2020.

With the current extension period ending on September 30 of this year, both contractors have prepared draft extensions for the third extension period, which are included in this packet. Both extensions are for the period from October 1, 2021 through September 30, 2022. These extensions mirror those that were approved last year and include exhibits identifying the base costs for the extension period, which covers the second through fourth quarter of FY 21/22 and the first quarter of 22/23. These exhibits were included in the previous extension as well. As noted in the exhibits, the actual annual contract amounts are calculated by applying a cumulative CPI rate to the base amounts.

In addition to the extensions, the contractors have also included proposed credits to MCOG to be applied to staffing services for the 2021/22 Fiscal Year (see attachments for details). These credits are being offered as a result of cost savings in the current Fiscal Year for travel and other related non-salary expenses due to the COVID-19 pandemic. The credits will be automatically applied by the contractors and do not require separate action.

At their meeting of February 25, the Executive Committee considered the staffing options and draft extensions and recommended approval of the proposed one year extensions. The extensions are now presented to the MCOG Board for consideration and action.

ACTION REQUIRED: Take action on the proposed Extensions of Agreements for Professional Services.

ALTERNATIVES:

1. Continue this item to a later meeting.
2. Propose modifications to the agreement extensions.
3. Select an alternative approach to continued staffing services, such as a full procurement process or conversion to an agency employee system. (*Note: If the full RFP option is selected, MCOG staff is not able to prepare these RFPs, which means that an agency will need to be identified from among the joint powers member agencies that will take on the procurement process.*)

RECOMMENDATION: The Executive Committee has recommended approval of one year extensions for MCOG staffing through September 30, 2022, as follows:

- a. Approve the *Extension of Agreement for Professional Services—Administration & Fiscal Services* with Dow & Associates and authorize the chair to sign.
 - b. Approve the *Extension of Agreement for Professional Services—Planning Services* with Davey-Bates Consulting and authorize the chair to sign.
-

MENDOCINO COUNCIL OF GOVERNMENTS

EXTENSION of AGREEMENT for PROFESSIONAL SERVICES

Administration & Fiscal Services

This **Third Extension** of the Professional Services Agreement between the Mendocino Council of Governments, herein after referred to as “**MCOG**” and Dow & Associates, hereinafter referred to as “**Contractor**”, first entered into on November 3, 2014, then extended for individual one-year periods on May 6, 2019, and March 2, 2020, is now being entered into on April 5, 2021, by and between **MCOG** and **Contractor**.

WHEREAS:

- The first one-year extension of the contract was entered into on May 6, 2019; and
- The second one-year extension of the contract was entered into on March 2, 2020; and
- The current extension period will expire on September 30, 2021; and
- Section XIV (E). Contract Term, of MCOG’s Request for Proposal (incorporated into the original Professional Services Agreement as Exhibit A) states, *“This Agreement may be extended for an additional FIVE ONE-YEAR periods upon written agreement between MCOG and CONTRACTOR”*
- The Mendocino Council of Governments Board of Directors and Executive Committee have expressed a desire to exercise the option to extend the Agreement:

MCOG and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2021 through September 30, 2022.
2. Compensation shall be at annual rates identified in the attached Exhibit A and subject to cumulative CPI increases as detailed in Exhibit A and per the original contract conditions, effective as of the MCOG Fiscal Year 21/22 Budget for the term of this extension. A one-time credit of \$5,300 will be provided by the Contractor to MCOG for FY 21/22 as detailed in Exhibit A.
3. **MCOG** and **Contractor** may exercise the option for two more one-year extensions following this third extension, pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Administration and Fiscal Services to the Mendocino Council of Governments and Mendocino County Service Authority for Freeway Emergencies (SAFE) outlined in Exhibit A.

4. In the event that **MCOG** or **Contractor** wish to negotiate the terms and conditions of subsequent extensions or do not intend to proceed with a subsequent extension, they shall provide written notice at least one hundred twenty (120) days in advance of the end of the contract period of their intent to negotiate or terminate.
5. **MCOG** reserves the right to terminate this agreement at any time upon providing **Contractor** one hundred twenty (120) days' notice. In the event this Agreement is terminated prior to its expiration, **Contractor** shall be paid on a prorated basis for only that portion of the contract term during which **Contractor** provided services pursuant to this agreement.

ALL OTHER TERMS AND CONDITIONS of the original Agreement shall remain in full force and effect unless amended in writing by both **MCOG** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.

Dan Gjerde, Chair
Mendocino Council of Governments

Nephele Barrett, Owner
Dow & Associates

Date: _____

Date: _____

Exhibit A
 Extended Cost Plan Summary
 MCOG Professional Services Agreement
 Annual Staffing Base Amounts

MCOG Administrative & Fiscal Services	
	Annual Base Amount
FY 19/20	\$ 437,391
FY 20/21	\$ 441,375
FY 21/22	\$ 445,818
FY 22/23	\$ 450,772
FY 23/24	\$ 456,295

Mendocino County SAFE	
	Annual Base Amount
FY 19/20	\$ 32,860
FY 20/21	\$ 33,160
FY 21/22	\$ 33,494
FY 22/23	\$ 33,866
FY 23/24	\$ 34,281

Notes:

Annual Base Amounts will be adjusted each year using the cumulative California Consumer Price Index California, All Urban Consumers, as established in Contractor's original proposal. If CPI in any year exceeds 4%, MCOG Board will consider whether or not to give the additional amount to Contractor, per original Agreement.

Dow & Associates will provide a voluntary, one-time credit of \$5300 to MCOG for FY 21/22. This credit is provided due to reduced costs from travel and other similar non-salary/employee benefit expenses during FY 20/21. This will be applied in 12 equal monthly credits on each invoice (totaling \$5,300.04. due to rounding).

Extension periods are from October 1 of each year through September 30 of the following year. However, new base amounts along with applicable CPI increases will take effect at the start of each Fiscal Year.

The current extension period, 10/1/21 through 9/30/22, covers the last three quarters of FY 21/22 and first quarter of FY 22/23.

MENDOCINO COUNCIL OF GOVERNMENTS

EXTENSION of AGREEMENT for PROFESSIONAL SERVICES

Planning Services

This **Third Extension** of the Professional Services Agreement between the Mendocino Council of Governments, hereinafter referred to as "**MCOG**" and Davey-Bates Consulting, hereinafter referred to as "**Contractor**," first entered into on November 3, 2014, then extended for a period of one year on May 6, 2019, and March 2, 2020, and is now being entered into on April 5, 2021, by and between **MCOG** and **Contractor**.

WHEREAS:

- The second extension to the Professional Services Agreement will expire on September 30, 2021;
- Section XIV (E). Contract Term, of MCOG's Request for Proposals (incorporated into the original Professional Services Agreement as Exhibit A) states, "*This Agreement may be extended for an additional FIVE ONE-YEAR periods upon written agreement between MCOG and CONTRACTOR*"; and
- The MCOG Board of Directors and Executive Committee have expressed a desire to exercise the option to extend the Agreement for a third year;

MCOG and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2021 through September 30, 2022.
2. Compensation shall be at annual base rates and subject to cumulative CPI increases as detailed in Exhibit A per the original contract, effective as of the MCOG Fiscal Year 2021/22 Budget for the term of this extension. A one-time credit of \$4,200 will be provided by the **Contractor** to **MCOG** for FY 2021/22 as detailed in Exhibit A.
3. **MCOG** and **Contractor** may exercise the option for additional one-year extensions following September 30, 2021, pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Planning Services to the Mendocino Council of Governments and Mendocino County Service Authority for Freeway Emergencies (SAFE) as outlined in Exhibit A.
4. In the event that **MCOG** or **Contractor** wish to negotiate the terms and conditions of subsequent extensions or do not intend to proceed with a subsequent extension, they shall provide written notice at least one hundred twenty (120) days in advance of the end of the contract period of their intent to negotiate or terminate.

5. **MCOG** reserves the right to terminate this agreement at any time upon providing **Contractor** one hundred twenty (120) days notice. In the event this Agreement is terminated prior to its expiration, **Contractor** shall be paid on a prorated basis for only that portion of the contract term during which **Contractor** provided services pursuant to this agreement.

ALL OTHER TERMS AND CONDITIONS of the original Agreement shall remain in full force and effect unless amended in writing by both **MCOG** and **Contractor**.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.

Dan Gjerde, Chair
Mendocino Council of Governments

Lisa Davey-Bates., Principal/Owner
Davey-Bates Consulting

Date: _____

Date: _____

MENDOCINO COUNCIL OF GOVERNMENTS Planning Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$343,621	\$2,761	\$346,382
2020/21	\$346,382	\$3,079	\$349,461
2021/22	\$349,461	\$3,433	\$352,893
2022/23	\$352,893	\$3,827	\$356,720
2023/24	\$356,720	\$4,267	\$360,988
Mendocino County Service Authority for Freeway Emergencies Planning Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$14,955	\$115	\$15,070
2020/21	\$15,070	\$128	\$15,198
2021/22	\$15,198	\$143	\$15,341
2022/23	\$15,341	\$159	\$15,501
2023/24	\$15,501	\$178	\$15,678

Rates reflect 11.5% Health, Dental and Vision Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014). In addition, an annual and cumulative Cost of Living Adjustment (COLA), not to exceed 4%, will be applied to the New Base Amount based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

Extension periods are from October 1 – September 30 of the following year, however, base amounts will take effect at the start of each Fiscal Year.

Davey-Bates Consulting has experienced cost savings as a result of reduced travel and other non-salary/employee benefit expenses during the COVID pandemic. As a result, up to a \$4,200 credit will be provided to the Mendocino Council of Governments for planning services in FY 2021/22. This will be applied to the Local Transportation Fund (LTF) portion of the monthly invoice of that Fiscal Year equal to 1% of the total invoice.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #7a
Regular Calendar
MCOG Meeting
4/05/2021

STAFF REPORT

TITLE: Amendment to 2020 Regional Transportation Improvement Program (RTIP)

DATE PREPARED: 3/25/21

SUBMITTED BY: James Sookne, Program Manager

MEETING DATE: 4/5/21

BACKGROUND:

The intersection of Low Gap Road and Bush Street is a key intersection in the City of Ukiah, connecting a major collector with a minor arterial. There are schools on both sides of Bush Street (Frank Zeek Elementary to the north and Pomolita Middle School to the south) and Ukiah High School located on Low Gap Road, west of the intersection.

In addition to the three schools in the immediate area, Mendocino County has several key administrative offices located on the southwest corner of the intersection. This complex generates additional traffic flow through the intersection.

In the 2012 Regional Transportation Improvement Program (RTIP), the City of Ukiah received \$115,000 of RIP funding for the environmental, design, and right-of-way phases of this project. In 2014 RTIP, an additional \$703,000 of RIP funds were programmed for the construction (CON) phase. In 2016, MCOG, in consultation with the City of Ukiah, deprogrammed \$703,000 in CON funds to do its part in addressing a funding shortfall in the State Transportation Improvement Program (STIP). As part of the 2020 RTIP, the \$703,000 in CON funds were reprogrammed in the STIP.

Following the adoption of the 2020 RTIP, the City of Ukiah concluded a traffic analysis that included the intersection of Low Gap and Bush Street. The analysis recommended a single-lane roundabout to improve circulation and reduce queuing at the intersection. Based on recommended design of the proposed roundabout, City engineering staff has determined that the cost of the engineering and right-of-way phases would be approximately \$300,000 and the construction costs for the new design would be approximately \$500,000. On March 3, the Ukiah City Council directed staff to work with MCOG to modify the programmed funding for this project in the form of a RTIP amendment. This RTIP amendment will allow the City to complete all phases of the project and will have no impact on the total cost. Staff supports the City's request to modify the existing programming for this project. At their March 17 meeting, the MCOG TAC recommended approval of this RTIP amendment. The Project Programming Request (PPR) for the RTIP amendment is attached for reference. To adhere to the California Transportation Commission's preparation schedule, MCOG staff submitted the STIP amendment to Caltrans on March 15.

At this time, MCOG staff is seeking Board approval of the proposed RTIP amendment and subsequent STIP amendment.

ACTION REQUIRED: Consider approval of the amendment to the 2020 Regional Transportation Improvement Program (RTIP) and provide direction to staff on the STIP amendment.

ALTERNATIVES: None identified

RECOMMENDATION: Accept the Technical Advisory Committee's recommendation to approve the amendment to the 2020 Regional Transportation Improvement Program (RTIP) and provide direction to staff on the STIP amendment.

Attachments: PPR for the 2021 City of Ukiah RTIP Amendment

PROJECT PROGRAMMING REQUEST

DTP-0001 (Revised 11 May 2020 v8.01k)

General Instructions

Amendment (Existing Project) Y/N					Date:	03/11/21
District	EA	Project ID	PPNO	MPO ID		
01		0112000224	4562			
County	Route/Corridor	PM Bk	PM Ahd	Nominating Agency		
MEN				Ukiah, City of		
				MPO	Element	
				Non-MPO	LA	
Project Manager/Contact		Phone		E-mail Address		
Jason Benson		(707)510-5485		jbenson@cityofukiah.com		
Project Title						
Roundabout at Low Gap Road and North Bush Street						
Location (Project Limits), Description (Scope of Work)						
In Ukiah, at the intersection of Low Gap Road and North Bush Street. Construct roundabout.						
Component						
		Implementing Agency				
PA&ED	Ukiah, City of					
PS&E	Ukiah, City of					
Right of Way	Ukiah, City of					
Construction	Ukiah, City of					
Legislative Districts						
Assembly:	1	Senate:	2	Congressional:	1	
Project Benefits						
The project will improve flow through the intersection and reduce idling and congestion at busy times.						
Purpose and Need						
The City of Ukiah, Citywide Circulation Study dated February 27, 2007 recommends construction of either a roundabout or a traffic signal at the subject intersection. The Traffic Signalization Impact Study dated June 2004 concluded that the subject intersection meets traffic signal warrants.						
Category		Outputs			Unit	Total
Local streets and roads		Intersection(s) modified			Each	1
NHS Improvements	N	Roadway Class		Reversible Lane analysis	N	
Inc. Sustainable Communities Strategy Goals		N	Reduces Greenhouse Gas Emissions		Y	
Project Milestone					Existing	Proposed
Project Study Report Approved						
Begin Environmental (PA&ED) Phase					07/01/2021	09/01/21
Circulate Draft Environmental Document			Document Type	11/01/2021	01/01/22	
Draft Project Report					12/01/2021	02/01/22
End Environmental Phase (PA&ED Milestone)					11/30/2021	02/28/22
Begin Design (PS&E) Phase					01/01/2022	03/01/22
End Design Phase (Ready to List for Advertisement Milestone)					03/31/2023	05/31/23
Begin Right of Way Phase					07/24/2022	09/05/22
End Right of Way Phase (Right of Way Certification Milestone)					06/30/2023	08/31/23
Begin Construction Phase (Contract Award Milestone)					09/20/2023	11/20/23
End Construction Phase (Construction Contract Acceptance Milestone)					10/23/2024	12/16/24
Begin Closeout Phase					11/29/2024	01/31/25
End Closeout Phase (Closeout Report)					03/31/2025	05/31/25

ADA Notice

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PROJECT PROGRAMMING REQUEST

DTP-0001 (Revised 11 May 2020 v8.01k)

Date: 03/11/21

District	County	Route	EA	Project ID	PPNO	
01	MEN			0112000224	4562	
Project Title: Roundabout at Low Gap Road and North Bush Street						

Existing Total Project Cost (\$1,000s)									Implementing Agency
Component	Prior	20-21	21-22	22-23	23-24	24-25	25-26+	Total	
E&P (PA&ED)			5					5	Ukiah, City of
PS&E			85					85	Ukiah, City of
R/W SUP (CT)									Ukiah, City of
CON SUP (CT)									Ukiah, City of
R/W				25				25	Ukiah, City of
CON					781			781	Ukiah, City of
TOTAL			90	25	781			896	
Proposed Total Project Cost (\$1,000s)									Notes
E&P (PA&ED)			5					5	
PS&E			263					263	
R/W SUP (CT)									
CON SUP (CT)									
R/W				25				25	
CON					603			603	
TOTAL			268	25	603			896	

Fund No. 1:	RIP - State Cash (ST-CASH)								Program Code
	Existing Funding (\$1,000s)								20.XX.075.600
Component	Prior	20-21	21-22	22-23	23-24	24-25	25-26+	Total	Funding Agency
E&P (PA&ED)			5					5	Mendocino County Council of Gove
PS&E			85					85	
R/W SUP (CT)									
CON SUP (CT)									
R/W				25				25	
CON					703			703	
TOTAL			90	25	703			818	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)			5					5	
PS&E			263					263	
R/W SUP (CT)									
CON SUP (CT)									
R/W				25				25	
CON					525			525	
TOTAL			268	25	525			818	

Fund No. 2:	Local Funds - Local Transportation Funds (LTF)								Program Code
	Existing Funding (\$1,000s)								20.10.400.100
Component	Prior	20-21	21-22	22-23	23-24	24-25	25-26+	Total	Funding Agency
E&P (PA&ED)									Ukiah, City of
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					78			78	
TOTAL					78			78	
Proposed Funding (\$1,000s)									Notes
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON					78			78	
TOTAL					78			78	

PROJECT PROGRAMMING REQUEST

DTP-0001 (Revised 11 May 2020 v8.01k)

Complete this page for amendments only

Date: 03/11/21

District	County	Route	EA	Project ID	PPNO
01	MEN			0112000224	4562

SECTION 1 - All Projects

Project Background
 The Roundabout at Low Gap Road and Bush Street was originally programmed in the 2014, deprogrammed in 2016 due to STIP funding shortfalls, then reprogrammed in 2018. The project was originally identified in a Citywide Circulation Study completed in 2007 and again in a traffic study completed in 2019.

Programming Change Requested
 The City of Ukiah is requesting an amendment to transfer \$178,000 from CON to PS&E.

Reason for Proposed Change
 This change is the result of a new proposed design concept that requires much less hardscape but more striping and design effort. The changed design concept is still consistent with the original project scope and will not cause any delays in this project.

If proposed change will delay one or more components, clearly explain 1) reason the delay, 2) cost increase related to the delay, and 3) how cost increase will be funded

Other Significant Information

SECTION 2 - For SB1 Projects Only
 Project Amendment Request (Please follow the individual SB1 program guidelines for specific criteria)

SECTION 3 - All Projects

Approvals
 I hereby certify that the above information is complete and accurate and all approvals have been obtained for the processing of this amendment request.*

Name (Print or Type)	Signature	Title	Date
Tim Eriksen		City Engineer	3/12/2021

Attachments

- 1) Concurrence from Implementing Agency and/or Regional Transportation Planning Agency
- 2) Project Location Map



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #7b
Regular Calendar
MCOG Meeting
4/05/2021

STAFF REPORT

TITLE: Fourth Amendment to FY 2020/21 Overall Work Program

DATE PREPARED: 3/23/21

SUBMITTED BY: Alexis Pedrotti, Project Manager

MEETING DATE: 4/5/21

BACKGROUND:

The Mendocino TAC and MCOG Board previously reviewed and approved the Final FY 2020/21 MCOG Overall Work Program and the first couple of Amendments. Amendments are made to the Overall Work Program if funding modifications need to be done to any element of the OWP, including carryover adjustments from the previous year. In addition, amendments can include new grant funded projects or changes to a funded project scope, schedule, or funding amount.

The proposed fourth amendment comes as a request from the City of Ukiah. The City currently has \$45,000 of Local Transposition Funds (LTF) allocated in the FY 20/21 OWP to carry out the Sidewalk Maintenance and ADA Curb Ramp Inventory. After considerable review, the City has requested to reallocate these funds and change their original project request. Included with this staff report is the City's letter and new project application requesting this amendment for review and consideration.

Since the funding is Local Transportation Funds (LTF), there is no immediate concern with the funding source expiring or any eligibility concerns. Furthermore, the city is not requesting any additional funds, there were no unfunded project applications that competed in this funding cycle, nor did they request any new funding in the FY 21/22 OWP Cycle. This request will essentially take their current \$45,000 allocation and move it to the new project.

Although this request was made outside of the annual planning application cycle, it is worth noting that other individual requests have been considered in the past. When funding is available and/or a special need or project arises, the MCOG Board may support or deny the recommendation. This proposed amendment will not change the total funding amount of FY 2020/21 Overall Work Program. Details are shown in **bold** and ~~strike-out~~ on the attached Amended Overall Work Program. *Copies of the full amendment will be available upon request.*

The Technical Advisory Committee (TAC) has reviewed and recommended this proposed Fourth Amendment for approval at the March 17, 2021 meeting.

ACTION REQUIRED: Consider approval of Fourth Amendment to FY 2020/21 Overall Work Program.

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

RECOMMENDATION: Accept TAC's recommendation to approve the Fourth Amendment to FY 2020/21 Overall Work Program (OWP) and authorize Executive Director to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

Attachments: FY 2020/21 Overall Work Program

FINAL

MENDOCINO COUNCIL OF GOVERNMENTS
TRANSPORTATION PLANNING WORK PROGRAM

FY 2020/2021



Adopted by MCOG on 6/1/20

1ST Amendment: Approved 10/5/20

2nd Amendment: Approved 12/7/20

3rd Amendment: Administrative

4th Amendment: Approved 3/5/21(Proposed)

Prepared by:

Alexis Pedrotti, Project Manager
Mendocino Council of Governments
525 South Main Street, Suite G
Ukiah, CA 95482
(707) 463-1859
www.mendocinocog.org

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Note: Some work element numbers were intentionally left blank

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**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2020/21 (4TH AMENDMENT) OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE RPA	STATE SB 1 Adaptation Grant	OTHER	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$ -	\$ -	\$ 116,523	\$ -	\$ -	\$ 116,523
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ 98,929	\$ -	\$ -	\$ -	\$ -	\$ 98,929
4	MCOG - Sustainable Transportation Planning	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
6	Co. DOT - Combined Special Studies	\$ -	\$ -	\$ 54,791	\$ -	\$ -	\$ 54,791
7	MCOG - Planning, Programming & Monitoring		\$ 85,442	\$ 37,694	\$ -	\$ -	\$ 123,136
8	MCOG - Mendoc. Co. Fire Vulnerability Assessment & Emergency Preparedness - <i>Carryover (2-year project)</i>	\$ 3,793	\$ -	\$ -	\$ 29,278	\$ -	\$ 33,071
9	MCOG - Regional and Active Transportation Plans Update - NEW	\$ 6,000	\$ -	\$ 66,151	\$ -	\$ -	\$ 72,151
10	Pavement Management Program (PMP) Update - NEW	\$ 34,460	\$ 115,540	\$ -	\$ -	\$ -	\$ 150,000
11	MCOG - Local Road Safety Plans (LRSP) - NEW	\$ -	\$ 8,000	\$ -	\$ -	\$ 308,900	\$ 316,900
12	Ukiah - Sidewalk Maintenance and ADA Curb Ramp Inventory Ukiah - Trench Cut Fee Study and Implementation Services	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
14	MCOG - Training	\$ 48,041	\$ -	\$ -	\$ -	\$ -	\$ 48,041
15	Fort Bragg - Transp. Planning for Mill Site Reuse & Rezoning - <i>Carryover</i>	\$ -	\$ 41,361	\$ -	\$ -	\$ -	\$ 41,361
16	MCOG - Multi-Modal Transportation Planning	\$ -	\$ -	\$ 33,338	\$ -	\$ -	\$ 33,338
18	MCOG - Geographic Information System (GIS) Activities	\$ -	\$ -	\$ 3,985	\$ -	\$ -	\$ 3,985
20	MCOG - Grant Development & Assistance	\$ 686	\$ -	\$ 31,145	\$ -	\$ -	\$ 31,831
	<i>PROJECT RESERVE</i>	\$ 33,779	\$ -	\$ -	\$ -	\$ -	\$ 33,779
	TOTAL	\$ 280,688	\$ 250,343	\$ 343,627	\$ 29,278	\$ 308,900	\$ 1,212,836

TOTAL WORK PROGRAM SUMMARY/PROGRAM MATCH				
Local	\$280,688	23%	Local LTF 2020/21 Alloc.	\$159,501
State	\$623,248	51%	Local LTF <i>Carryover</i>	\$121,187
Federal	\$0	0%	State PPM 2020/21 Alloc.	\$106,000
Other	\$308,900	25%	State PPM <i>Carryover</i>	\$144,343
TOTAL WORK PROGRAM SUMMARY	\$1,212,836	100%	State RPA 2020/21 Alloc.	\$294,000
			State RPA <i>Carryover</i>	\$49,627
			State SB 1 Adaptation Grant	\$29,278
			Federal	\$0
			Other	\$308,900
			TOTAL	\$1,212,836

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2020/21 (4TH AMENDMENT) 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			\$114,523	\$2,000	\$116,523
2	MCOG - Planning Management & General Coordination (Non-RPA)			\$95,000	\$3,929	\$98,929
4	MCOG - Sustainable Transportation Planning			\$10,000		\$10,000
6	Co. DOT - Combined Special Studies	\$54,791				\$54,791
7	MCOG - Planning, Programming & Monitoring			\$115,886	\$7,250	\$123,136
8	MCOG - Mendo. Co. Fire Vulnerability Assessment & Emergency Preparedness - <i>Carryover</i>			\$3,793	\$29,278	\$33,071
9	MCOG - Regional and Active Transportation Plans Update - NEW			\$66,151		\$66,151
10	Pavement Management Program Triennial Update - NEW			\$10,000	\$140,000	\$150,000
11	MCOG – Local Road Safety Plans (LRSP) - NEW			\$8,000	\$308,900	\$316,900
12	Ukiah – Sidewalk Maintenance and ADA Curb Ramp Inventory – NEW Ukiah - Trench Cut Fee Study and Implementation Services				\$45,000	\$45,000
14	MCOG - Training			\$24,156	\$29,885	\$54,041
15	Fort Bragg - Transp. Planning for Mill Site Reuse & Rezoning - <i>Carryover</i>		\$1,111		\$40,250	\$41,361
16	MCOG - Multi-Modal Transportation Planning			\$33,338		\$33,338
18	MCOG - Geographic Information System (GIS) Activities			\$3,985		\$3,985
20	MCOG - Grant Development & Assistance			\$31,145	\$686	\$31,831
	<i>PROJECT RESERVE</i>				\$33,779	\$33,779
	TOTAL	\$54,791	\$1,111	\$515,977	\$640,957	\$1,212,836

Note: Several work elements have been left blank for potential carryover projects.

Reimbursement Rates Used for Calculating Days Programmed (estimate only).

County/Cities/Local Agencies (\$75/hr.); Consultants (\$125/hr.); MCOG Planning Staff (est. @ approx. \$38-\$130/hr. - various positions).

* MCOG planning staff funding level is based on contracted obligation with DBC Consulting (\$406,164). DBC's contract extension (approved 3/2/2020) goes through 9-30-21. In addition, \$108,941.40 in carryover funding is available from under-expending prior years' funding, for a total available of \$515,105).

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2020/21 (4TH AMENDMENT) OVERALL WORK PROGRAM
BUDGET REVENUE SUMMARY**

NO.	WORK ELEMENT TITLE	STATE SB 1 Adaptatio n Grant	STATE RPA	STATE PPM	OTHER	Local TDA	In-kind Service	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$ -	\$ 116,523	\$ -	\$ -	\$ -		\$ 116,523
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ -	\$ -	\$ -	\$ -	\$ 98,929		\$ 98,929
4	MCOG - Sustainable Transportation Planning	\$ -	\$ -	\$ -	\$ -	\$ 10,000		\$ 10,000
6	Co. DOT - Combined Special Studies	\$ -	\$ 54,791	\$ -	\$ -	\$ -		\$ 54,791
7	MCOG - Planning, Programming & Monitoring	\$ -	\$ 37,694	\$ 85,442	\$ -	\$ -		\$ 123,136
8	MCOG - Mendoc. Co. Fire Vulnerability Assessment & Emergency Preparedness - <i>Carryover</i>	\$ 29,278	\$ -	\$ -	\$ -	\$ 3,793		\$ 33,071
9	MCOG - Regional and Active Transportation Plans Update - NEW	\$ -	\$ 66,151	\$ -	\$ -	\$ 6,000		\$ 72,151
10	Pavement Management Program Triennial Update - NEW	\$ -	\$ -	\$ 115,540	\$ -	\$ 34,460		\$ 150,000
11	MCOG - Local Road Safety Plans (LRSP) - NEW	\$ -	\$ -	\$ 8,000	\$ 308,900			\$ 316,900
12	Ukiah - Sidewalk Maintenance and ADA Curb Ramp Inventory - NEW Ukiah - Trench Cut Fee Study and Implementation Services	\$ -	\$ -	\$ -	\$ -	\$ 45,000		\$ 45,000
14	MCOG - Training	\$ -	\$ -	\$ -	\$ -	\$ 48,041		\$ 48,041
15	Fort Bragg - Transp. Planning for Mill Site Reuse & Rezoning - <i>Carryover</i>	\$ -	\$ -	\$ 41,361	\$ -	\$ -		\$ 41,361
16	MCOG - Multi-Modal Transportation Planning	\$ -	\$ 33,338	\$ -	\$ -	\$ -		\$ 33,338
18	MCOG - Geographic Information System (GIS) Activities	\$ -	\$ 3,985	\$ -	\$ -	\$ -		\$ 3,985
20	MCOG - Grant Development & Assistance	\$ -	\$ 31,145	\$ -	\$ -	\$ 686		\$ 31,831
	<i>PROJECT RESERVE</i>	\$ -	\$ -	\$ -	\$ -	\$ 33,779		\$ 33,779
TOTALS		\$ 29,278	\$ 343,627	\$ 250,343	\$ 308,900	\$ 280,688	\$ -	\$ 1,212,836

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

WORK ELEMENT (12): CITY OF UKIAH— SIDEWALK MAINTENANCE AND ADA CURB RAMP INVENTORY (NEW)

PURPOSE: _____

To prepare a plan which will prioritize and identify defective sidewalks and missing or non-compliant ADA ramps in the City of Ukiah. The plan will identify sidewalk defects such as: offset joints, tree root lifting, broken sidewalk, or missing sidewalk. The proposed project will help the MCOG and the City address the Non-Motorized Transportation goals and objectives of the Regional Transportation Plan (RTP). In addition, the proposed project will help MCOG and the City address the RTP Local Streets and Roads policy regarding complete streets.

PREVIOUS WORK:

The City is currently working with its consultant, Sally Swanson Architects, Inc., to complete an ADA Right of Way Access Plan. This plan will assess ADA accessibility on City sidewalks along 19.26 centerline miles of City streets. The proposed work will survey the remaining sidewalks along approximately 33.94 centerline miles of City streets.

TASKS:

1. City: Prepare and distribute Request for Proposals, select consultant, award consultant contract.
2. Consultant: Survey existing conditions/review existing inventory of ADA ramps, etc.
3. Consultant: Conduct field assessment to identify defective sidewalk locations and missing or noncompliant ADA ramp locations.
4. Consultant: Prepare inventory of defective sidewalk locations and missing or non-compliant ADA ramp locations.
5. Consultant: Prepare report documenting defective sidewalk locations and missing or noncompliant ADA ramp locations.
6. City: Present Sidewalk Maintenance and ADA Curb Ramp Inventory to City Council for approval.

PRODUCTS: _____

Final Report of Sidewalk Maintenance and ADA Curb Ramp Inventory. This report will be utilized to identify priority locations for sidewalk maintenance and construction / replacement of ADA curb ramps. Ultimately, repair of defective sidewalk sections and construction / replacement of ADA curb ramps will benefit all users of City sidewalks.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Consultant	45	\$45,000	2020/21	Local LTF
TOTAL:	45	\$45,000		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	x	x										
2-5			x	x	x	x	x	x	x	x	x	
6												x

FINAL - FY 2020/2021 Overall Work Program
 1st Amendment – 10/5/20
 2nd Amendment – 12/7/20
 3rd Amendment - Administrative
 4th Amendment – 3/5/21

WORK ELEMENT (12): CITY OF UKIAH – TRENCH CUT FEE STUDY AND IMPLEMENTATION SERVICES

PURPOSE:

This project proposes to complete a Trench Cut Fee Study in order to recover costs from utilities and contractors trenching in streets that have been rehabilitated or repaired. This project meets the goal to secure reliable, ongoing funding for system preservation on local streets.

PREVIOUS WORK:

No related type of project work has been done in the past.

TASKS:

1. Consultant: Kickoff Meeting and Summarize Utility Cut Fee Studies
2. Consultant: Engineering Approach and Analysis
 - Structural Analysis -Deflection Testing
 - Statistical Analysis – PMP Data
3. Consultant: Develop Fee Schedule and Final Report
4. Consultant: Develop Fee Ordinance City Council Presentation

PRODUCTS:

Fee Scheduled / Final Report. This report will be utilized to implement a Trench Cut Fee Schedule in order to collect fees for ongoing street repairs.

FUNDING AND AGENCY RESPONSIBILITIES

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Consultant	45	\$45,000	2020/21	Local LTF
TOTAL:	45	\$45,000		

ESTIMATED SCHEDULE

Tasks	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1								x					
2									x	x			
3											x	x	
4													x



March 12, 2021

Ms. Nephela Barrett, Executive Director
Mendocino Council of Governments
525 South Main Street, Suite G
Ukiah CA 95482

RE: FY 2020-2021 Overall Work Plan, Work Element #12

Ms. Barrett,

The City of Ukiah (City) submitted application in December 2019 and was approved for the Sidewalk Maintenance and ADA Curb Ramp Inventory project funding for FY 2020-2021. This project is currently in the Overall Work Program – Work Element #12 as New and has a funds balance to be claimed of \$45,000. Work for this project has not been initiated.

The City passed a sales tax measure for street maintenance in 2015. Since that time, the City has spent over 15 million dollars on street repairs and reconstruction. The concern now exists that the investment in our roads could be in jeopardy by other work performed in the right of way. In response to this concern, the City has prioritized a trench cut fee study over the ADA project concerns. In an effort to move quickly and protect our roads, the City has started the process of initiating a contract with Nichols Consulting Engineers (NCE), COU#2021-155, in the amount of \$88,900. The City would like to use the funds for our project #12 for the trench cut fee study.

Addressing our ADA concerns is always an issue that the City prioritized. The City, with funding through MCOG, recently completed the Sally Swanson study, that prioritized several projects the City needs to work on. It is the City's plan to focus on this study and then come back to MCOG in a few years to continue this work.

Thank you for your review and consideration of this request. Please reach out to me at (707) 463-6280 if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tim Eriksen", is written over a light blue circular stamp.

Tim Eriksen
Director of Public Works / City Engineer

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2021/2022 OVERALL WORK PROGRAM
APPLICATION - PROPOSED SCOPE OF WORK**

Applicant Agency: City of Ukiah

Date Submitted: 3/15/2021

Contact Person: Jason Benson

Project Title: Trench Cut Fee Study and Implementation Services

GOAL/PURPOSE –

This project proposes to complete a Trench Cut Fee Study in order to recover costs from utilities and contractors trenching in streets that have been rehabilitated or repaired. This projects meets the goal to secure reliable, ongoing funding for system preservation on local streets.

PREVIOUS WORK - No related type of project work been done in the past.

TASKS -

1. City and Consultant: Summarize Utility Cut Fee Studies
2. Consultant: Engineering Approach and Analysis
3. City and Consultant: Develop Fee Schedule and Report
4. City and Consultant: Develop Fee Ordinance and Council Presentation

PRODUCTS –

The final product will be used in order to implement a Trench Cut Fee Schedule in order to collect fees for ongoing street repairs.

TIME SCHEDULE -

Tasks	Feb	March	April	May	June	July	August
1	X						
2		X	X				
3				X	X		
4						X	X

ESTIMATED PERSON DAYS/ COST BREAKDOWN

Estimate Cost is shown in Attachment 1- *Trench Cut Fee Study & Implementation Services, Cost and Time Estimate.*

PROPOSED FUNDING SOURCES & AMOUNTS

Funding from Measure Y will be used for the project in the amount of \$43,900;
MCOG Funding in the amount of \$45,000.

Notes:

1. Receipts and documentation are required for all direct costs, including copies of consultant invoices and receipts. Mark-up of direct costs is not allowed.
2. Travel costs are limited to Caltrans approved travel rates, available at the following link:
<http://www.dot.ca.gov/hq/asc/travel/ch12/1consultant.htm#rr>.
3. It is applicant's responsibility to comply with all fiscal and procurement requirements of federal, state, regional, or local funding agencies.
4. The Transportation Development Act (TDA) requires recipients of Local Transportation Funds to submit annual fiscal audits to MCOG.

**City of Ukiah
Trench Cut Fee Study & Implementation Services
Cost and Time Estimate**

Task	Hourly Breakdown by Task					Deflection Testing & Traffic Control	Coring & Traffic Control	Totals
	Project Manager	Principal	QC/QA	Project Engr	Technician			
Task I. Utility Cut Fee Study								
1. Kickoff Meeting and Summarize Utility Cut Fee Studies	6	4		16				\$ 4,800
2. Engineering Approach & Analysis								
A. Structural Analysis - Deflection Testing	8		8	48	72	\$ 10,000	\$ 12,000	\$ 43,600
B. Statistical Analysis - PMP Data (optional)	8	4	8	64				\$ 15,200
3. Develop Fee Schedule & Final Report	8	4	8	64				\$ 15,500
4. City Council Presentation	8	16	4	16				\$ 9,800
Totals	38	28	28	208	72	\$ 10,000	\$ 12,000	\$ 88,900

Assumptions:

- Task 1 includes the kickoff meetings. Should Shelter-in-place directives be still in place, this will be conducted via video-conferencing.
- Task 2A assumes that 16 sites will be selected for testing. Includes coring and traffic control. Coring can be deleted if pavement structure is known.
- Task 2B assumes that PMP data has sufficient data for developing a model. This is an optional task.
- Task 4 includes 2 virtual meetings.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #8
Regular Calendar
MCOG Meeting
4/05/2021

STAFF REPORT

TITLE: Coronavirus Response and Relief Supplemental Appropriations Act (HR 133) Funding Discussion and Direction **DATE PREPARED:** 3/29/21
MEETING DATE: 4/5/21

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: The Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA, HR 133) was enacted into law on December 27, 2020, and included transportation infrastructure funding to the States for suballocation. California's apportionment of that funding is \$911.8 million. At their March 24 meeting, the California Transportation Commission approved a distribution method for the funding. Of the total, 60% will go to the State and 40% to regions. CTC staff developed several alternatives for distributing the regional portion, which were presented at a series of workshops for comment. Although MCOG staff and several other rural areas expressed support for a distribution utilizing the STIP formula, which uses both population and road miles, ultimately the CTC approved a distribution based 50% on the RSTP/STBG formula and 50% on the STIP formula. This scenario results in a total of \$1,622,007 for the Mendocino County region, with \$423,875 flowing through the STBG and \$1,198,132 through STIP (including PPM of \$59,907).

At this meeting, we would like direction from the MCOG Board regarding the approach used to award CRRSAA funds. Typically, MCOG awards STIP funds for local projects on a competitive basis, while RSTP funds are distributed to local agencies by formula. In this case, due to the low total amount of STIP funding, staff is recommending that the full amount of funding (less PPM) be awarded to local agencies on a formula basis. This is also consistent with the intent of the CRRSAA to provide relief and make up for revenue losses. The Technical Advisory Committee discussed the CRRSAA funding at their March meeting, and although the amount of funding was unknown at that point, all TAC members present indicated their preference for a formula distribution.

Following direction from the Board, MCOG staff will develop a proposal for funding distribution and/or a call for projects. The PPM portion of the STIP funds would be programmed for planning activities through MCOG's Overall Work Program. We anticipate presenting a recommendation from the TAC for Board approval in May, in anticipation of the CTC's adoption of a mid-cycle STIP at their June 23 meeting. Although guidelines for this mid-cycle STIP have not yet been adopted, we expect that we also may have the option of programming the STIP portion of the funds as part of the regular 2022 STIP process, which we would be starting this coming fall. The CTC has indicated that these shares may be used to add new projects, augment existing STIP projects, or advance projects in later years of the STIP.

ACTION REQUIRED: Provide direction to staff regarding a distribution method for the CRRSAA funding share approved by the California Transportation Commission. Staff recommends that a formula distribution be used to award funding to local agencies.

ALTERNATIVES: The Board may alternatively direct staff to conduct a competitive call for projects for all or part of the funding available from both the STIP and STBG portions of the CRRSAA distribution.

RECOMMENDATION: Direct staff to develop formula funding scenarios to grant CRRSAA funding to local agencies for review and recommendation by the TAC and adoption by the MCOG Board at a future meeting.



MENDOCINO
COUNCIL OF GOVERNMENTS

525 South Main Street~Ukiah~California~95482
www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

Administration: Suite B
(707) 463-1859
Transportation Planning: Suite G
(707) 234-3434

April 5, 2021

Assembly Member Jim Wood
State Capitol
P.O. Box 942849
Sacramento, CA 94249-0002

RE: Opposition of AB 786 (Cervantes)

Dear Assemblymember Wood:

On behalf of the Mendocino Council of Governments, I would like to express opposition to Assembly Bill 786 as introduced by Assembly Member Cervantes on February 16, 2021. AB 786 would amend existing law which currently requires the California Transportation Commission (CTC) to appoint an Executive Director for the Commission, to now require the Executive Director of the Commission to be appointed by the Governor, subject to confirmation by the Senate, and subject to removal at the discretion of the Governor.

The CTC comprises 13 members (11 voting, two ex-officio) and is responsible for programming and allocating funds for the construction of highway, passenger rail, transit and active transportation improvements throughout California. The Commission also advises and assists the Secretary of the California State Transportation Agency and the Legislature in formulating and evaluating state policies and plans for California's transportation programs. Of the 11 voting members, nine are appointed by the Governor, one by the Senate Rules Committee, and one by the Speaker of the Assembly. The two ex-officio members are appointed from the State Senate and Assembly, usually the respective chairs of the transportation policy committee in each house.

CTC staff are bipartisan and independent in their decision-making process. Government Code Section 14534.1 states that the Commission has "independent authority to perform those duties and functions prescribed to it under any provision of law." Modifying the appointment process for the Executive Director could potentially degrade the impartial manner of how transportation projects are programmed and allocated in California. In addition, making the Executive Director an appointed position would be inconsistent with other similar State commissions or boards with which the CTC interacts, such as the High Speed Rail Authority, the California Air Resources Board, and the California Energy Commission.

Please consider the Mendocino Council of Governments' request to oppose AB 786.

Sincerely,

Nephele Barrett
Executive Director

cc: Assemblymember Laura Friedman, Chair, Assembly Committee on Transportation



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #10
Regular Calendar
MCOG Meeting
4/5/2021

STAFF REPORT

TITLE: CALCOG Alternate Delegate Appointment

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 3/25/2021

BACKGROUND:

At the February 1 meeting when annual standing committee appointments were made, appointment of an alternate delegate to CALCOG was carried over to the next meeting.

According to MCOG's bylaws, two members are to serve annually:

Section 6. ASSOCIATIONS

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

Director Albin-Smith currently serves as the delegate. The annual forum has concluded; remaining CALCOG board meetings in 2021 are scheduled for May 14, June 18, August 20 and September 17. These meetings will be held remotely.

ACTION REQUIRED:

Appointment by the Council of a board member to serve as Alternate Delegate to CALCOG.

ALTERNATIVES:

Annual CALCOG appointments are mandated, so the only alternative would be to waive or amend the bylaws.

RECOMMENDATION:

Appoint a member to serve as Alternate Delegate to CALCOG.

March 25, 2021

To: MCOG Board of Directors
From: Janet Orth, Deputy Director / CFO
Subject: Consent Calendar of April 5, 2021

The following agenda items are recommended for approval/action.

11. Approval of February 1, 2021 Minutes – *attached*
12. Approval of Second Fiscal Year 2020/21 Budget Amendment: Releasing Temporary Reserves of Local Transportation Funds to LTF 2% Bicycle & Pedestrian Program by Amending Budget Tables and Resolution No. M2020-04, Formalizing Board Action of February 1, 2021 – This is to formalize a second amendment of the Regional Transportation Planning Agency (RTPA) Budget, to reflect the Council's action of February 1, 2021. The amendment releases \$73,771 in temporary reserves to the LTF Two Percent Bicycle & Pedestrian Program for allocation and project award to City of Point Arena, by amending budget tables and the affected budget resolution.
- *Staff report, 2020/21 budget tables, and Resolution No. M2020-04 as amended are attached.*
13. Approval of February 25, 2021 Executive Committee Minutes – *attached*
14. Acceptance of 2019/20 Fiscal Audit of Mendocino Transit Authority – MTA received a clean audit as usual. – *Staff report and audit report attached*

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #11
Consent Calendar
MCOG Meeting
4/05/2021

MINUTES

Monday, February 1, 2021

Teleconference Only

In compliance with Governor's Executive Order N-29-20

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

1. Call to Order / Roll Call – Welcome New Members. The meeting was called to order at 1:32 p.m. with Directors Jim Brown, Greta Kanne, Scott Ignacio, Tess Albin-Smith, John Haschak, Rex Jackman (Caltrans/PAC), and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding. There was a vacancy in the Public Appointee seat. It was noted the two “new” members were previous alternates.

Staff present on the call: Nephele Barrett, Executive Director; Janet Orth, Deputy Director / CFO; Loretta Ellard, Deputy Planner; Lisa Davey-Bates, Planning Principal; James Sookne, Program Manager; Alexis Pedrotti, Project Manager; Danielle Casey, Project Coordinator, and Monica Galliani, Administrative Assistant.

Note: Public comment was invited via online comment form; staff monitored for incoming comments throughout the meeting, reporting periodically.

2. Election of Officers – Chair and Vice Chair. Deputy Director Orth introduced this item, and conducted the election with usual method, consistent with Robert’s Rules of Order. She opened the nominations for the office of Chair; Director Gjerde was nominated. With no further nominations, nominations were closed for the office of Chair.

Upon motion by Director Brown, second by Director Ignacio, and carried unanimously on roll call vote (*6 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that **Director Gjerde is re-elected Chair.**

Nominations were opened for the office of Vice Chair; Director Ignacio was nominated. With no further nominations, Ms. Orth closed nominations for the office of Vice Chair.

Upon motion by Director Brown, second by Director Albin-Smith, and carried unanimously on roll call vote (*6 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that that **Director Ignacio is elected Vice Chair.**

3. Convene as RTPA

4. Recess as RTPA – Reconvene as Policy Advisory Committee

5. Public Expression – None.

6. Recognition of Retiring Board Member – Michael Carter. Staff presented Director Carter’s certificate of recognition for service. Director Haschak commented that Director Carter has been a gem for the Third District and the county as a whole. Staff will have the certificate signed and delivered. No action was taken.

7. Annual Appointments to Standing Committees

- a. Executive Committee. According to MCOG bylaws, the Chair and Vice Chair are members of this committee with addition of a third member reflecting a county-city balance. **Director Albin-Smith volunteered as the third member of the Executive Committee.**

- b. Transit Productivity Committee. According to the bylaws, appointments are made by the Chair. Chair Gjerde appointed **himself and Director Brown**.
- c. California Association of Councils of Governments (CALCOG). Duties and upcoming events were noted. The annual Regional Leadership Forum is scheduled for March 22-23, 2021 as the next delegate meeting, in a remote webinar format. The Council appointed **Director Albin-Smith as the delegate**. With no one volunteering, appointment of an alternate was continued to the next meeting.

Upon motion by Director Haschak, second by Director Brown, and carried unanimously on roll call vote (*7 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the Council approves the above slate of committee appointments.

8. Appointment to Ad Hoc Committee – Covelo SR 162 Corridor Multi-Purpose Trail. Staff noted that the retirement of Director Carter leaves a vacant position on the Ad Hoc Committee for the Covelo project that needs to be filled. Director Haschak stated his intention to stay on the committee, while Director Brown volunteered to fill the vacant position.

Upon motion by Ignacio, second by Haschak, and carried unanimously on roll call vote (*7 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that Director Brown is appointed to the Covelo SR 162 Corridor Multi-Purpose Trail Ad Hoc Committee.

9. Adoption of 2021 Board Calendar. Upon motion by Director Brown, second by Director Albin-Smith, and carried unanimously on roll call vote (*7 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the 2021 Board Calendar is adopted as written.

10. Technical Advisory Committee Recommendation of January 20, 2021: Approval of City of Point Arena’s Request for Unallocated Two Percent Local Transportation Fund (LTF) Bicycle & Pedestrian Program Funds and Surface Transportation Block Grant Program (STBGP) Partnership Program Funds - Mill Street Reconstruction, Sidewalk, Drainage and Asphalt Replacement Project. Ms. Barrett gave a brief overview of the item from her written staff report. The City of Point Arena was awarded a SB 1 Local Partnership Program competitive state grant in December. The City requested to make the project whole with \$390,000 from LTF and STBGP funding. The TAC and staff highly recommended approval to demonstrate that a small rural agency can successfully complete an LPP Competitive Program project, as the first in Mendocino County to win this grant.

In board discussion, Director Albin-Smith asked if staff advertises to the cities and local agencies that funds such as these are available. Ms. Barrett replied that staff advertises for irregularly scheduled programs such as the LTF two percent for bicycle and pedestrian projects, but other more well-known funding sources are discussed in Technical Advisory Committee (TAC) meetings.

Upon motion by Director Haschak, second by Director Brown, and carried unanimously on roll call vote (*7 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that \$300,000 of Surface Transportation Block Grant Program (STBGP) Partnership Funds and \$90,000 of Two Percent LTF Bicycle & Pedestrian Program funding is awarded to the City of Point Arena’s Mill Street project as recommended.

Staff will bring a budget amendment for approval on the next meeting’s Consent Calendar reflecting the action.

11. Discussion of Gualala Downtown Streetscape Enhancement Project. Ms. Barrett provided a brief update on the January 14 online public forum, stating that there have been considerable turnouts that have provided more of the public with information and the opportunity for questions. Members of the public are particularly concerned with the number of lanes and the amount of parking space the plans will provide. Several alternative designs were provided in this agenda packet. Members of Caltrans District 1 staff are expected to attend the next Council meeting to provide more information. Ms. Barrett added that staff worked closely with Caltrans staff to submit an application for the Active Transportation Program competitive grant funding to cover costs of construction. The Chair invited public comments; none were received. No action was taken.

12. Consent Calendar. Upon motion by Brown, second by Haschak, and carried unanimously on roll call vote (*7 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved.

12. Approval of December 3, 2020 Minutes - as written

13. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Haschak, second by Ignacio, and carried unanimously on roll call vote (*6 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

14. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Jackman reported that he recently attended a Caltrans public safety meeting, and materials/notes were distributed today to MCOG board members. He noted several projects on State Route 1.
Director Kanne asked if there was any news on the Highway 20 and Blosser Lane intersection project. Director Jackman said he would ask for an update and bring to the next meeting. Further discussion describing details of the prospective project ensued. Director Albin-Smith asked for an update on a section of highway drainage at Albion; Director Jackman to follow up.
- b. Mendocino Transit Authority. Jacob King, recently appointed Executive Director, reported that MTA is working with MCOG staff to apply for a Caltrans Sustainable Communities grant to update the Short Range Transit Development Plan.
- c. North Coast Railroad Authority. Director Haschak reported that NCRA held a special meeting in closed session the previous Friday. The next meeting will be held in March.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written staff report.
- e. MCOG Administration Staff
 - i. Financial Update – Budget Revenues. Ms. Orth reported that Local Transportation Fund (LTF) sales tax revenues for the first five fiscal months have come in at 7.2 percent above the County Auditor’s budget estimate of \$4.1 million, based on a monthly average, at over \$2 million to date. A similar increase is found comparing to last year’s actuals. The County Auditor-Controller’s budget estimate for FY 2021/22 is due February 1. As part of this process, revenue projections for the current fiscal year are revised. This starts the new budget and can help to inform the current year’s budget needs. The Executive Committee meets in late February to review and recommend. Ms. Orth noted that online sales are likely causing some of the increase, not necessarily benefiting local business. A brief discussion followed about ways for tax revenue to return to the point of sales origin to benefit cities as well as counties.

- ii. *Miscellaneous*. Ms. Barrett reported that there will be new funding coming soon from the federal COVID relief bill, through Federal Transit Administration (FTA) programs and through State transportation programs. \$900 million will go to California local agencies for streets, highways, and bridges.
 - iii. *Next Meeting Date*. Monday, March 1, 2021.
- f. MCOG Planning Staff
- i. *Completion of Ukiah Traffic Analysis for Schools and Surrounding Areas*. Mr. Sookne reported the study has been completed. The city has State Transportation Improvement Program (STIP) funds available to potentially build a roundabout at the Low Gap and Bush intersection. The recommendations will go before the city in the following weeks.
 - ii. *2022 Regional Transportation Plan/Action Transportation Update*. Ms. Ellard reported that staff is working on the required update of the Regional Transportation Plan. The 2022 RTP/ATP Update will be due by February 5, 2022. Staff will also be posting a pre-recorded presentation on the RTP update to MCOG's website, along with a transportation survey, to solicit community input on transportation issues and needs. The schedule for this two-year planning project will extend into next fiscal year, with MCOG adoption of the Final RTP estimated to occur in December 2021.
 - iii. *2020 Coordinated Public Transit-Human Services Transportation Plan Update*. MCOG is working in partnership with the University of the Pacific's Center for Business and Policy Research (CBPR) to develop the 2020 update. CBPR staff incorporated comments received on the initial outreach draft. Staff reviewed and commented on a revised draft in January, and CBPR will soon complete and provide an updated draft plan for posting to MCOG's website. The final plan will be presented to the Board in April or May 2021.
 - iv. *Local Road Safety Plans for Mendocino County Local Agencies*. The Request for Proposals (RFP) was distributed on October 15, and six proposals were received by the November 13 deadline. A contract was recently executed with the successful consultant firm, TJKM, and the project is scheduled to begin in February with a kick-off meeting involving the consultant, local agency staff, and MCOG staff. The final individual Local Road Safety Plans are due by March 31, 2022.
 - v. *Regional Early Action Planning (REAP) – Housing Grant*. Mr. Sookne reported that MCOG's grant application was submitted to the State on January 29 and gave an overview of the projects requested by each member agency for an estimated \$344,920 of REAP funding to be suballocated.
 - vi. *Miscellaneous*. Ms. Ellard reported that MCOG had planned to submit two Caltrans planning grant applications. However now Caltrans will provide the Traffic Demand Model update. Staff will submit one application for a Mobility Solutions Feasibility Study of remote inland areas of the county not served by public transit.
- g. MCOG Directors. None.
- h. California Association of Councils of Governments (CALCOG) Delegates. Ms. Orth had attended the past two meetings in January and reported status of the state's draft Climate Action Plan for Transportation Infrastructure (CAPTI), which identifies actions to reach the state's climate goals in various ways and is to be completed by June, after public review. The meeting also focused on the current federal coronavirus relief bills, with members stressing the need for additional funding for the Active Transportation Program (ATP). The annual Regional Leadership Forum is upcoming March 22-23; prepaid registrations are carried over.

17. Adjournment. The meeting was adjourned at 2:57 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR
By Monica Galliani, Administrative Assistant



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #12
Consent Calendar
MCOG Meeting
4/05/2021

STAFF REPORT

TITLE: FY 2020/21 Budget Amendment: Releasing Temporary Reserves to LTF 2%
Bicycle & Pedestrian Program

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE: 3.5.2021

BACKGROUND:

As approved at our Council meeting of February 1, 2021, temporary reserves of \$73,771 in the FY 2020/21 Budget of Local Transportation Funds (LTF) were released to the LTF Two Percent Bicycle & Pedestrian Program, as allowed under the Transportation Development Act (TDA). This brought the available Bicycle & Pedestrian fund balance to \$91,614.

In its action, the Council awarded to City of Point Arena a total of \$390,000 to their Mill Street reconstruction project, with \$90,000 from the LTF Two Percent Bicycle & Pedestrian Program and \$300,000 of Surface Transportation Block Grant Program (STBGP) Partnership Funds. The project will rehabilitate sidewalks, improving multi-modal access and correcting flood impacts.

Budget resolution number M2020-04 adopted June 1, 2020, at paragraph 12, cites:

“Allocation for Bicycle & Pedestrian facilities are allowable at no more than two percent (2%) of the LTF funds remaining after allocation for Administration; \$73,771 shall be reserved for consideration of later allocation pending amended fund estimates for 2020/21...”

In February, we received the County Auditor-Controller’s official estimate of LTF revenues for Fiscal Year 2021/22, which came with an updated estimate for 2020/21. These revenues from the quarter-cent sales tax are projected to more than meet the original 2020/21 estimate by \$219,584. Therefore the release of temporary reserves for project awards is justified.

In December 2020, the first amendment to the FY 2020/21 Budget was made to add state grant funds for Regional Early Action Planning (REAP). This will be the second budget amendment.

ACTION REQUIRED:

Formalize this second FY 2020/21 Regional Transportation Planning Agency (RTPA) Budget Amendment, releasing \$73,771 in temporarily reserved Local Transportation Funds to the LTF Two Percent Bicycle & Pedestrian Program for allocation and project award, by amending budget tables and Resolution No. M2020-04 as shown attached.

ALTERNATIVES:

None are identified. The February 1 action not only amended the budget, but also awarded funds to City of Point Arena, and MCOG’s Subrecipient Agreement with the City has been amended, so it is recommended to follow through with this agreement. Further budget amendments would need to be properly agendized for action, so no further action is recommended for this meeting.

RECOMMENDATION:

Approve the second FY 2020/21 RTPA Budget Amendment by amending budget tables and Resolution No. M2020-04, as prepared by staff to reflect the Council’s action of February 1, 2021.

Enclosure: 2020/21 budget tables and Resolution No. M2020-04 as amended

NOTE:

A limited number of print copies of the Budget are available. Amended copies will be available by request. The electronic version will be posted on MCOG's website.

Mendocino Council of Governments

Regional Transportation Planning Agency - Fiscal Year 2020/21 Budget

Amendment by Board of Directors February 1, 2021 - *Releasing Temporary Reserves to LTF 2% Bicycle & Pedestrian Program*

REVENUES	Trans. Devt. Act (TDA)			State			Federal		Local Agencies	TOTALS
	LTF	STA	CRF	PPM	RPA	Grants	STBGP	5311		
2020/21 LTF Official County Auditor's Estimate	4,174,378									4,174,378
2019/20 Auditor's Anticipated Unrestricted Balance	200,426									200,426
Total Local Transportation Fund (LTF) Estimate	4,374,804									4,374,804
2019/20 Auditor's Anticipat'd Unrestricted Balance - Reversal	-200,426									-200,426
Reserved LTF prior-year unallocated revenues	29,135									29,135
Carryover - Planning Overall Work Program and RSTP Local Assistance	56,333						222,728			279,061
2020/21 State Transit Assistance - SCO's Preliminary Estimate		834,637								834,637
2020/21 State of Good Repair - SCO's Preliminary Estimate						133,525				133,525
STA and SGR - Fund Balance Available for Allocation		368,444				586				369,030
MCOG's Capital Reserve Fund - Balance Available for Transit			685,021							685,021
Federal Transit Administration (FTA) Section 5311 Program - CARES Act							1,206,413			1,206,413
FTA Section 5311 Program - Annual Regional Apportionment							531,772			531,772
2020/21 STIP Planning, Programming & Monitoring (PPM)				106,000						106,000
2020/21 Rural Planning Assistance					294,000					294,000
2020/21 State Active Transportation Program (ATP - grants & carryover)						2,862,000				2,862,000
2019/20 Transportation Planning Program carryover				106,925	35,000	30,986				172,911
2020/21 Local Road Safety Plans (LRSP) - New									180,000	180,000
Surface Transportation Block Grant Program last year's actual pending new estimate							796,494			796,494
HCD Regional Early Action Planning (REAP) Housing Funds - New						383,245				383,245
LTF Reserve:										
2018/19 LTF Unrestricted Balance - audited	215,766									215,766
LTF Reserve Balance as of 6/30/2019 - audited	571,943									571,943
Less LTF Reserve Allocated for FY 2019/20	375,634									375,634
Subtotal	412,075									412,075
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001	209,000									209,000
Amount Available for Allocation in FY2020/21	203,075									203,075
TOTAL REVENUES	4,462,921	1,203,081	685,021	212,925	329,000	3,410,342	1,019,222	1,738,185	180,000	13,240,697
ALLOCATIONS										
Temporary Reserves - LTF prior-year unallocated revenues	29,135									29,135
Temporary Reserves - LTF 2% Bicycle & Pedestrian Program	73,771									73,771
2020/21 Administration	485,808						90,000			575,808
2% Bicycle & Pedestrian - 2020/21 LTF Estimate less Admin. x .02	0									0
2020/21 Planning Overall Work Program (OWP) - New Funds	159,501			106,000	294,000				180,000	559,501
Carryover Funds - See OWP Summary	56,333			106,925	35,000	30,986			Total OWP:	968,745
Total Administration, Bike & Ped., and Planning	804,548	0	0	212,925	329,000	30,986	90,000	0	180,000	1,647,459
Partial reserve of Auditor's \$321,735 projected 2020/21 increase	109,750									109,750
BALANCE AVAILABLE FOR TRANSIT	3,548,623	1,203,081	685,021	0	0	134,111	0	1,738,185	0	7,309,021
2020/21 Mendocino Transit Authority Clair:										
MTA Operations	2,993,124	834,637						531,772		4,359,533
Unmet Transit Needs	0							Approved Feb. 2020		0
Senior Centers Operations	555,499									555,499
Capital Reserve Fund Contribution										0
Capital Program, MTA & Seniors Current Year										0
Capital Program, Senior Centers Current Year										0
Capital Program, Long Term (Five Year Plan)			685,021							685,021
Total Transit Allocations	3,548,623	834,637	685,021					531,772		5,600,053
Other Allocations - RSTP for MCOG Partnership Fund							100,000			100,000
Other Allocations - RSTP for County & Cities Projects by Formula							606,494			606,494
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail						2,862,000				2,862,000
Other Allocations - REAP for Admin., County & Cities Projects by Formula						383,245				383,245
TOTAL ALLOCATIONS	4,462,921	834,637	685,021	212,925	329,000	3,276,231	796,494	531,772	180,000	11,309,001
Balance Remaining for Later Allocation	0	368,444	0	0	0	134,111	222,728	1,206,413	0	1,931,696



MENDOCINO COUNCIL OF GOVERNMENTS

FY 2020/21 BUDGET SUMMARY

Amended by Board of Directors December 7, 2020 and February 1, 2021

Supplemental Format

REVENUES	FY 2019/20 Budget as Amended	FY 2020/21 Budget as Amended	\$ Change	% Change	NOTES
LOCAL/REGIONAL:					
Local Transportation Funds (LTF)					
LTF Official County Auditor's Estimate	\$ 3,852,643	\$ 4,174,378	\$ 321,735	8.4%	Transportation Development Act (TDA) Funds
Auditor's Anticipated Unrestricted Balance - Current Year	\$ 163,519	\$ 200,426	\$ 36,907	22.6%	3-year av. 3.6%. Recommend no alloc'n of increase due to COVID-19 impact.
Total Local Transportation Fund (LTF) Estimate	\$ 4,016,162	\$ 4,374,804	\$ 358,642	8.9%	Monitoring this due to changes in forecast - refer to staff report.
Auditor's Anticipat'd Unrestricted Balance - Reversal	\$ (163,519)	\$ (200,426)			Per policy, any excess flows through LTF Reserve
LTF Unallocated - Accounting transition to County's accrual method	\$ 29,135	\$ 29,135	\$ -	0.0%	One-time funds, represents 2 months of sales tax revenue
Prior Year Balance Remaining for Later Allocation	\$ -	\$ -			
MTA Fiscal Audit - Amount returned to MCOG, if any	\$ -	\$ -			FY 2018/19 verification of full eligibility for funds received pending fiscal audit
Planning Overall Work Program (OWP) - Carryover from Previous FY	\$ 53,281	\$ 56,333	\$ 3,052	5.7%	FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14
Total Local Transportation Funds:	\$ 3,935,059	\$ 4,259,846	\$ 324,787	8.3%	OWP carryover is offset by equivalent allocation
LTF Reserve Funds					
LTF "Unrestricted Balance" of Unallocated Revenue	\$ 378,614	\$ 215,766	\$ (162,848)	-43.0%	Last audited year, actual LTF revenue excess/shortfall per Auditor's Estimate
LTF Reserve Fund Balance	\$ 250,018	\$ 571,943	\$ 321,925	128.8%	Reserve used to cover transit allocation shortfalls and claims per policy
Less/Plus Current Year Reserve Allocation	\$ (59,998)	\$ 375,634	\$ 435,632	-726.1%	Prior year unrestricted "excess revenue" above fund balance
Subtotal	\$ 568,634	\$ 412,075	\$ (156,559)	-27.5%	
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001	\$ (193,000)	\$ (209,000)	\$ (16,000)	8.3%	Per policy, Reserve is 5% of County Auditor's est. of new revenue, nearest 1,000.
LTF Reserve Available for Allocation:	\$ 375,634	\$ 203,075	\$ (172,559)	-45.9%	From increase in prior-year LTF sales tax revenues
TOTAL LTF REVENUES	\$ 4,310,693	\$ 4,462,921	\$ 152,228	3.5%	
Capital Reserve Funds Total Capital Reserve Fund	\$ 674,846	\$ 685,021	\$ 10,175	1.5%	Fund balance available for transit claim based on 5-Year Capital Program
Local Agency Contributions	\$ -	\$ 180,000			New Planning Work Element 9 for Local Road Safety Plans
Total Local/Regional Revenues:	\$ 4,985,539	\$ 5,327,942	\$ 342,403	6.9%	
STATE:					
Planning Programming & Monitoring (PPM) Funds					
Planning Overall Work Program (OWP) - New Revenue	\$ 90,000	\$ 106,000	\$ 16,000	17.8%	
Planning Overall Work Program (OWP) - Carryover from Previous FY	\$ 152,445	\$ 106,925			FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14
Total PPM Funds:	\$ 242,445	\$ 212,925	\$ (29,520)	-12.2%	
State Transit Assistance (STA) Funds					
State Controller's Estimate	\$ 946,179	\$ 834,637	\$ (111,542)	-11.8%	TDA Funds
Estimated Fund Balance Available for Allocation	\$ 463,957	\$ 368,444	\$ (95,513)	-20.6%	Revised 2019/20 SCO est. \$839,780, Preliminary 2020/21 likely to change
Total State Transit Assistance Funds:	\$ 1,410,136	\$ 1,203,081	\$ (207,055)	-14.7%	Based on cash in account and revised estimate of 2019/20 activity
State of Good Repair (SGR) Funds					
State Controller's Estimate	\$ 131,002	\$ 133,525	\$ 2,523	1.9%	Transit funding program in Senate Bill 1
Estimated Fund Balance Available for Allocation	\$ 258,181	\$ 586			First 3 years were allocated by MCOG, saving for MTA project
Total State of Good Repair Funds:	\$ 389,183	\$ 134,111	\$ (255,072)	-65.5%	Includes actual revenues 2017/18 and 2018/19
Rural Planning Assistance Funds (RPA)					
Planning Overall Work Program (OWP) - New Revenue	\$ 294,000	\$ 294,000	\$ -	0.0%	
Planning Overall Work Program - Carryover	\$ 28,314	\$ 35,000			FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14
Total RPA Funds:	\$ 322,314	\$ 329,000	\$ 6,686	2.1%	

<u>California Active Transportation Program (ATP)</u>					
ATP Infrastructure Projects - New Revenue	\$ -	\$ 2,672,000			
ATP Infrastructure Projects - Carryover	\$ 200,000	\$ 190,000	\$ (10,000)	-5.0%	SR-162 Corridor Multi-Purpose Trail construction, to be allocated by CTC
Total ATP Funds:	\$ 200,000	\$ 2,862,000			Estimated funds to carry over to next FY of 3-yr trail project for right-of-way
<u>Caltrans Sustainable Communities Planning Grants</u>					
FY 2019/20 Sustainability Grant awarded	\$ 119,516	\$ -			SB 743 VMT Regional Baseline Study - WE 5 to be completed in FY 2019/20
FY 2019/20 Adaptation Grant awarded	\$ 247,884	\$ 30,986			Fire Vulnerability Assessment & Emergency Preparedness - WE 8 carryover
Total Transportation Planning Grants:	\$ 367,400	\$ 30,986	\$ (336,414)	-91.6%	
HCD Regional Early Action Planning (REAP) Program	\$ -	\$ 383,245			For planning related to housing production & implementation of RHNA
Total State Revenues:	\$ 2,931,478	\$ 5,155,348	\$ 1,840,625	62.8%	
FEDERAL:					
<u>Federal Grant Programs and Regional Apportionments</u>					
FTA Section 5311f Intercity Bus Program	\$ 300,000	pending			Competitive grants include Operating Assistance and Capital Projects
FTA Section 5311 Program - Regional Apportionment	\$ 503,210	\$ 531,772	\$ 28,562	5.7%	Annual apportionment to Mendocino County for transit operations/capital
FTA Section 5311 Program - CARES Act		\$ 1,206,413			Appx. 68% of formula funds in CARES Act following Round 1 in FY 2019/20
<u>Surface Transportation Block Grant Program (STBGP)</u>	\$ 796,494	\$ 796,494	\$ -	0.0%	Actual 2019/20 revenue pending Prelim. estimate - exchanged for State funds
STBGP Carryover/Balance Available for Later Allocation	\$ 141,977	\$ 222,728	\$ 80,751	56.9%	Updated bal. under Admin for Local Assistance, per audits thru 6.30.2019
Total Federal Revenues:	\$ 1,741,681	\$ 2,757,407	\$ 1,015,726	58.3%	
TOTAL REVENUES	\$ 9,658,698	\$ 13,240,697	\$ 3,198,754	33.1%	

ALLOCATIONS	FY 2019/20 Budget as Amended	FY 2020/21 Budget as Amended	\$ Change	% Change	NOTES
LOCAL/REGIONAL:					
<u>Local Transportation Funds (LTF)</u>					
Temporary Reserves - LTF prior-year unallocated revenues	\$ 29,135	\$ 29,135			Balance remaining of \$596,200 from FY 2014/15 accrual revenues
Temporary Reserves - LTF 2% Bicycle & Pedestrian Program	\$ -	\$ 73,771			Amended Feb. 1, 2021 to release reserves to Bike & Ped Program
Administration:					
Admin. & Fiscal Services Contract	\$ 410,271	\$ 426,513	\$ 16,242	3.96%	Includes COLA of 3.69% and 3.0% per CPI rates; contract allows up to 4%
Other Direct Costs	\$ 53,795	\$ 59,295	\$ 5,500	10.2%	
Total Administration Allocations:	\$ 464,066	\$ 485,808	\$ 21,742	4.7%	Admin. & Fiscal Services contract 2014/15 - 2018/19 plus two 1-yr extensions
Two Percent LTF Bicycle & Pedestrian Program	\$ 67,772	\$ 73,771	\$ 5,999	8.9%	Opt. 2% of LTF Est. (less Admin. allocation) = \$73,771; full amt. allocated
Planning Overall Work Program (OWP) - New Funds	\$ 147,816	\$ 159,501	\$ 11,685	7.9%	OWP includes a Project Reserve
OWP Carryover from Previous Fiscal Year	\$ 53,281	\$ 56,333			FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14
Total Admin., Bike & Ped., Planning, Reserves:	\$ 762,070	\$ 804,548	\$ 42,478	5.6%	
Balance Available For Transit	\$ 3,548,623	\$ 3,658,373	\$ 109,750	3.1%	
Proposed partial reserve Auditor's \$321,735 projected 2020/21 increase	NA	\$ 109,750			Remainder of projected FY increased LTF revenues = \$138,214
BALANCE AVAILABLE FOR TRANSIT - adjusted	NA	\$ 3,548,623			
Mendocino Transit Authority (MTA) Claim:					<u>TDA Authority:</u>
MTA Operations	\$ 2,993,124	\$ 2,993,124	\$ -	0.0%	Public Utilities Code (PUC) Sec. 99260a
Unmet Transit Needs	\$ -	\$ -			PUC Section 99260a
Senior Centers Operations	\$ 555,499	\$ 555,499	\$ -	0.0%	PUC Section 99400c
MTA Capital Program - Current Year	\$ -	\$ -			
Capital Reserve Fund Contribution	\$ -	\$ -			CA Code of Regulations (CCR) Sec. 6648
Total LTF Transit Claim:	\$ 3,548,623	\$ 3,548,623	\$ -	0.0%	
Total LTF Allocations:	\$ 4,310,693	\$ 4,462,921	\$ 152,228	3.5%	

Capital Reserve Funds					
Mendocino Transit Authority (MTA) Claim:					
Capital Program, MTA - Current Year	\$	-	\$	-	CCR Section 6648
Capital Program, Senior Centers - Current Year	\$	-	\$	-	CCR Section 6648
Capital Program - Long Term	\$	674,846	\$	685,021	\$ 10,175 1.5% CCR Section 6631
Total CRF Allocations:	\$	674,846	\$	685,021	\$ 10,175 1.5%
Local Agency Contributions					
Total Local/Regional Allocations:	\$	4,985,539	\$	5,327,942	\$ 342,403 6.9% New Planning Work Element 9 for Local Road Safety Plans
STATE:					
Planning Programming & Monitoring (PPM) Funds					
Planning Overall Work Program (OWP) - New Revenue	\$	90,000	\$	106,000	\$ 16,000 17.8%
Planning Overall Work Program (OWP) - Carryover from Previous FY	\$	152,445	\$	106,925	FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14
Total PPM Allocations:	\$	242,445	\$	212,925	\$ (29,520) -12.2%
State Transit Assistance (STA) Funds					
Mendocino Transit Authority (MTA) Claim:					
MTA Operations	\$	946,179	\$	834,637	\$ (111,542) -11.8% TDA Authority:
Capital Program, MTA & Seniors - Current Year	\$	-	\$	-	CCR Section 6730a
Capital Reserve Fund Contribution	\$	-	\$	-	CCR Section 6730b
Total STA Allocations:	\$	946,179	\$	834,637	\$ (111,542) -11.8% CCR Section 6631
State of Good Repair (SGR) Funds					
Total SGR Allocations:	\$	388,597	\$	-	Total SGR funds approved for MTA project as submitted to Caltrans Aug. 29
Rural Planning Assistance Funds (RPA)					
Planning Overall Work Program (OWP) - New Revenue	\$	294,000	\$	294,000	\$ - 0.0%
Planning Overall Work Program (OWP) - Carryover from Previous FY	\$	28,314	\$	35,000	FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14
Total RPA Allocations:	\$	322,314	\$	329,000	\$ 6,686 2.1%
California Active Transportation Program (ATP)					
ATP Infrastructure Projects - New Revenue	\$	-	\$	2,672,000	SR-162 Corridor Multi-Purpose Trail construction, to be allocated by CTC
ATP Infrastructure Projects - Carryover	\$	200,000	\$	190,000	\$ (10,000) -5.0% Estimated funds to carry over to next FY of 3-yr trail project for right-of-way
Total ATP Allocations	\$	200,000	\$	2,862,000	\$ 2,662,000 1331.0%
Caltrans Sustainable Communities Planning Grant					
FY 2019/20 Sustainability Grant awarded	\$	119,516	\$	-	SB 743 VMT Regional Baseline Study - WE 5 to be completed in FY 2019/20
FY 2019/20 Adaptation Grant awarded	\$	247,884	\$	30,986	Fire Vulnerability Assessment & Emergency Preparedness - WE 8 carryover
Total Transportation Planning Grants:	\$	367,400	\$	30,986	\$ (336,414) -91.6%
HCD Regional Early Action Planning (REAP) Program					
MCOG Administration and Management	\$	-	\$	38,325	For planning related to housing production & implementation of RHNA
Formula Distribution to MCOG Member Agencies:	\$	-	\$	-	5% grant administration, 5% management/participation, total 10%
Mendocino County Dept. of Transportation	\$	-	\$	177,228	Suballocation formula adopted Nov. 2, 2020
City of Ukiah	\$	-	\$	69,536	
City of Fort Bragg	\$	-	\$	46,410	
City of Willits	\$	-	\$	35,365	
City of Point Arena	\$	-	\$	16,381	
Total REAP Formula Distribution	\$	-	\$	344,920	
Total REAP Allocations:	\$	-	\$	383,245	
Total State Funds Allocations:	\$	2,466,935	\$	4,652,793	\$ 2,185,858 88.6%

FEDERAL:									
Federal Grant Programs and Regional Apportionments									
FTA Section 5311f Intercity Bus Program	\$	300,000		pending					
FTA Section 5311 Program - Regional Apportionment:	\$	503,210	\$	531,772	\$	28,562	5.7%	MTA is eligible, MCOG approved programming Feb. 3, 2020	
FTA Section 5311 Program - CARES Act	\$	-		pending				Available for eligible public transit operators pending applications to Caltrans	
Surface Transportation Block Grant Program (STBGP)									
MCOG Partnership Funding Program	\$	100,000	\$	100,000	\$	-	0.0%	Regional capital project funds "off the top"	
Local Assistance - Project Delivery - Administration	\$	90,000	\$	90,000	\$	-	0.0%	Staff - Regional Project Manager under Admin. Contract and direct costs	
Formula Distribution to MCOG Member Agencies:									
Mendocino County Dept. of Transportation	\$	127,229	\$	130,566	\$	3,337	2.6%	FY 2020/21 formula allocations are pending Fund Estimate	
City of Ukiah	\$	171,222	\$	175,713	\$	4,491	2.6%		
City of Fort Bragg	\$	114,321	\$	117,320	\$	2,999	2.6%		
City of Willits	\$	107,301	\$	110,115	\$	2,814	2.6%		
City of Point Arena	\$	70,919	\$	72,780	\$	1,861	2.6%		
Total RSTP Formula Distribution	\$	590,992	\$	606,494	\$	15,502	2.6%		
Total RSTP Allocations:	\$	780,992	\$	796,494	\$	15,502	2.0%	Formula allocation by policy, distribution pending State processing of funds	
Total Federal Funds Allocations:	\$	1,284,202	\$	1,328,266	\$	44,064	3.4%		
Total Transit Allocations	\$	5,558,245	\$	5,600,053	\$	41,808	0.8%		
Total Overall Work Program (OWP)	\$	1,133,256	\$	968,745	\$	(164,511)	-14.5%	FY 2019/20 OWP as amended Oct. 7, 2019; 2020/21 carryover as of May 14	
TOTAL ALLOCATIONS	\$	8,736,676	\$	11,309,001	\$	2,572,325	29%	Rounding error of \$1	
Balance Remaining for Later Allocation/Difference of Actuals	\$	922,022	\$	1,931,696	\$	1,009,674	110%	Transit (STA, SGR, CARES Act) and STBGP	

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2020-04 - *AMENDED*

ALLOCATING FISCAL YEAR 2020/21 FUNDS and 2019/20 CARRYOVER FUNDS for ADMINISTRATION, PLANNING and RESERVES

WHEREAS,

1. Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency (RTPA) for Mendocino County;
2. The total 2020/21 Local Transportation Fund (LTF) revenue has been estimated at \$4,174,378 by the Mendocino County Auditor-Controller, in addition to carryover of various funds and \$29,135 of prior-year unallocated LTF revenues;
3. The LTF Reserve fund balance available for allocation is \$196,309, and the 2018/19 fiscal audit identified unallocated “excess revenue” or Unrestricted Balance at \$215,766; the Executive Committee recommendation is to set aside \$209,000 of this combined amount for the FY 2020/21 LTF Reserve fund balance (five percent of the County Auditor-Controller’s fund estimate according to policy), and to release for allocation the remaining \$203,075;
4. Total revenue from all LTF sources available for allocation is estimated at **4,462,921**; other funding sources include Regional Surface Transportation Program, Service Authority for Freeway Emergencies (SAFE), and grants;
5. Following the Executive Committee’s meeting of February 24, 2020, the COVID-19 pandemic began to impact the nation’s economy; staff and the Transit Productivity Committee on April 13, 2020 re-evaluated the draft budget and reported new recommendations at the May 4, 2020 Board of Directors budget workshop meeting, with general consensus to reserve from allocation early estimates of revenue increases and to anticipate one or more amendments to the budget during the fiscal year;
6. SAFE funds are documented in a separate budget and financial plan, referenced in exhibits to this resolution to conform with MCOG’s staffing contracts;
7. Dow & Associates shall have the management responsibility for the 2020/21 overall approved Administration budget of up to \$575,808 (Total Administration \$614,317 less SAFE contract \$38,509), attached and incorporated herein as **Exhibit A**, which includes contracts for professional services and other direct costs;
8. Dow & Associates shall have the management responsibility for Surface Transportation Block Grant Program funds for the Regional Project Manager or equivalent position and budgeted direct costs, also referred to as Local Assistance-Project Delivery, as approved in its contract, identified in **Exhibits A and C**;
9. Dow & Associates shall have the management responsibility for Active Transportation Program state grants for the SR 162 Corridor Multipurpose Trail in Covelo, Phases I and II at an estimated \$2,672,000 of new constructions funds and \$190,000 carried over;

10. Davey-Bates Consulting shall have the management responsibility for the 2020/21 approved Overall Work Program (OWP) as amended and transportation planning and related projects, a budget summary of which is attached and incorporated herein as **Exhibit B**, in the amount of \$968,745; the Davey-Bates Consulting contract funding is summarized in **Exhibit D**;
11. The Planning allocation to the 2020/21 Overall Work Program, for transportation planning and related projects, will be provided from 2020/21 LTF revenues, reallocation of prior year local carryover funds, state and federal sources, and local member agency contributions; and
12. Allocation for Bicycle & Pedestrian facilities are allowable at no more than two percent (2%) of the LTF funds remaining after allocation for Administration; \$73,771 shall be ~~reserved for consideration of later allocation pending amended fund estimates~~ *allocated* for 2020/21; therefore, be it

RESOLVED, THAT:

1. MCOG hereby allocates available revenues for FY 2020/21 as follows.

USE	AUTHORITY	SOURCE	FISCAL YEAR	AMOUNT	TOTALS
Temporary Reserves	TDA, CCR Sec. 6655.1	Local Transportation Fund (LTF)	2016/17	29,135	102,906
			2020/21	73,771	29,135
MCOG Administration	PUC Sec. 99233.1	LTF	2020/21	485,808	485,808
	Surface Transportation Block Grant Program (STBGP)	MCOG Local Assistance – Project Delivery	2020/21	90,000	90,000
	SB99/AB101 of 2013 - CA Transportation Commission	Active Transportation Program (ATP) Infrastructure Grants	2020/21	2,672,000	2,862,000
2019/20			190,000		
Bicycle & Pedestrian Facilities	PUC Sec. 99233.3	LTF	2020/21	0 73,771	0 73,771
Planning Overall Work Program (OWP)	CCR Sec. 99402	LTF	2020/21	159,501	215,834
			2019/20	56,333	
	Senate Bill 45	Planning, Programming & Monitoring (PPM)	2020/21	106,000	212,925
			2019/20	106,925	
	State Highway Account (SHA)	Rural Planning Assistance (RPA)	2020/21	294,000	329,000
			2019/20	35,000	
	Senate Bill 1 - Public Transportation Account	Adaptation Planning Grants	2019/20	30,986	30,986
Highway Safety Improvement Program (HSIP)	MCOG Member Local Agency Contributions from Grant Funds	2020/21	180,000	180,000	
			Subtotal OWP	968,745	
			Total Allocations		4,509,459

2. Any amendment to the Overall Work Program approved by MCOG's Board of Directors may result in a revised OWP budget.

ADOPTION OF THIS RESOLUTION was moved by Director Brown, seconded by Director Stranske, and approved on this 1st day of June, 2020, by the following roll call vote:

AYES: Directors Brown, Stranske, Carter, Albin-Smith, Haschak,
Jackman (Caltrans/PAC), and Gjerde
NOES: None
ABSTAINING: None
ABSENT: Director Wasserman

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

/s/

/s/

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair

AMENDMENT OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 5th day of April, 2021, 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

Executive Committee MINUTES

February 25, 2021
 By Zoom Teleconference

Present: Committee Members: Chair Dan Gjerde, Vice Chair Scott Ignacio, Director Tess Albin-Smith
 MCOG Staff: Nephele Barrett, Lisa Davey-Bates, Janet Orth, Alexis Pedrotti,
 Monica Galliani
 MTA Staff: Jacob King, Mark Harvey

1. Call to Order at 11:07 a.m. with a quorum present, Vice Chair Ignacio presiding. Chair Gjerde arrived near the start of Agenda #4, yielding the gavel to the Vice Chair.

2. Public Expression - None.

3. Review & Recommendation on Options for Staffing Services Starting October 1, 2020 and Possible Contract Extensions. Contractor Nephele Barrett referred to her written staff report and proposals in the agenda packet, then presented available options for the staffing contracts with Dow & Associates for Administrative & Fiscal Services and Davey-Bates Consulting for Planning Services. Both contracts were last awarded through a competitive procurement in 2014, for five years with optional one-year extensions for up to five years after that. The contracts have been extended twice to date. While the contracts expire September 30, 2021, a recommendation from the Executive Committee is sought now for budget purposes and to allow sufficient time for a potential new Request for Proposals (RFP). An ad hoc committee had met to review the first extension, and last year the Council preferred a more streamlined process, with contractors preparing draft extensions for consideration. Therefore draft proposals again are presented here. Nephele pointed out Exhibit A of each proposed agreement and explained the calculations, including the present CPI inflation rate of 1.67%. The billing rate proposals align with fiscal year rather than contract year. Both contractors are offering a voluntary credit for savings on curtailed travel and related direct costs during the pandemic (\$5,300 and \$4,200 respectively). She emphasized that options are offered, but no recommendation, as staff cannot recommend on their own contracts.

Lisa Davey-Bates introduced herself and gave brief background and summary of her proposal, concurring with Nephele's presentation, noting the two contracts are very similar. She added that base rates include 11.5% increase for the healthcare benefit portion; some years have costed the contractors more, but the annual average is consistent with this rate established in the original agreement. She then invited questions.

Tess asked why continued extensions are made and not another RFP. Lisa replied that all involved would have liked to have ten-year staffing contracts, however Caltrans required the five-year limit with up to five one-year extensions. Nephele noted the only other alternative is a fully competitive procurement process. This would be the third of five possible extensions.

A motion and second were made to recommend Option 1 of staff's report, that the MCOG Board approve the one-year contract extensions. Discussion on the motion: Scott pointed out there are increases in the proposal, however they are scheduled increases identified in the Exhibits over a five-year period. He considered it a good solution to Caltrans' five-year contract limit that achieves the desired result. Lisa noted that Chair Gjerde can be expected to attend the next full Council meeting when the recommended action would be taken, and he would have the opportunity to provide input at that time. [On arrival, Dan expressed his agreement with the action taken.] Nephele and Lisa thanked the committee members for their confidence and support.

Recommendation:

Upon motion by Albin-Smith, seconded by Ignacio, and carried unanimously (*2 Ayes; 0 Noes; 1 Absent*), the Executive Committee recommended that the Council approve the third one-year contract extensions for Administrative & Fiscal Services provided by Dow & Associates and Planning Services provided by Davey-Bates Consulting.

4. Review & Recommendation on Draft 2021/22 Regional Transportation Planning Agency (RTPA)

Budget. Janet's written staff report and attachments were provided in the meeting packet, which she summarized in her presentation. (Dan Gjerde arrived 11:26 a.m. during #4a.) Total available revenues from all sources are estimated at nearly \$9.3 million, expected to remain fairly consistent when funds carried over from 2020/21 are added and potential federal CARES Act revenues listed as informational may be removed. Under the pandemic of the past year, revenue losses have heavily impacted fuel taxes, while sales taxes are up significantly.

- a. Local Transportation Fund (LTF) New Revenue Estimate and Reserves. Janet's report reviewed how the County Auditor-Controller calculated the estimate and the result, as well as the general economic trend and reserve balance. The fund estimate is \$4,525,780, up 8.4% (\$351,402) from the FY 2020/21 initial estimate. Actual revenues for the first seven months of FY 2020/21 show an increase of 14% compared to the same seven months a year ago. The Auditor then found a 3-year average increase of actual revenues and applied a more conservative percentage increase to arrive at the new FY 2021/22 estimate.

Additionally, staff proposed releasing 2020/21 temporary reserves into the 2021/22 budget, since anticipated losses of sales tax had not materialized, and the Auditor had confirmed high levels of sales tax receipts in the current year. With the combination of a high new LTF estimate and release of temporary reserves of 2020/21 revenue increases, funds available for transit exceed \$4 million for the first time. Two options were offered for allocating the funds to benefit public transit.

"Option A" would double the minimum LTF Reserve to ten percent (\$452,000), releasing \$18,301 for allocations. "Option B" would reserve the usual five percent (\$226,000), releasing \$244,301 for allocations, which MTA may claim for operations, senior centers, unmet needs, and capital program.

- b. Administration. The total Administration budget proposal is up 1.2% (\$7,231). LTF costs continue a downward trend from 11.6% of the Auditor's estimate to 10.9%. As a percentage of total revenues from all sources, Administration is about five percent. Other Direct Costs (i.e. not in the contract) drop from \$59,295 to \$54,000, well within past levels of \$50-\$60,000. Staff's proposal is \$621,548 from: LTF (\$492,001), RSTP (\$90,000), and Service Authority for Freeway Emergencies/SAFE (39,547). There were no objections to the proposed Administration budget.
- c. Two Percent Bicycle & Pedestrian Program. This amount is a calculated formula for an optional allocation up to two percent, according to Transportation Development Act (TDA) law. After Administration is subtracted, 2% of the new LTF fund estimate comes to \$80,676. MCOG issues a call for eligible projects every two years to the Technical Advisory Committee and awards are made by the Council. There were no objections to allocating the full two percent.
- d. Planning Overall Work Program (OWP). The funding proposal was prepared by Planning staff. There is a proposed decrease to the LTF proposal, from \$159,501 last year to \$147,701 (decrease of \$11,500 or 7%). The draft OWP is reviewed annually by the Technical Advisory Committee (TAC) for recommendation to the Council. After comments are received from Caltrans, the final OWP is presented to the Council in the May budget workshop, for adoption in June. There were no objections to the proposed OWP budget.
- e. Balance Available for Transportation. Under Option A, the balance of LTF available to MTA for claiming comes to \$4,071,667, up \$522,554 (14.7%) from FY 2020/21. Under Option B, MTA can claim \$4,297,667, up \$748,554 (21.1%). This will be the first time LTF for transit reaches \$4 million. The fund estimate for State Transit Assistance (STA), from fuel taxes, is roughly halfway between last year's preliminary and revised estimates, at \$653,365, reflecting a downward trend, despite a boost from SB 1. Janet noted that under either option, A or B, LTF increases more than cover STA losses. (The unclaimed STA fund balance is negligible, as it was used to make up for 2020/21 losses.) Including LTF, STA, Capital Reserve, state grants and CARES, total revenues for transit are \$7,071,537 under Option A, and \$7,297,537 under Option B.

Questions and discussion included:

- Temporary spikes in sales tax revenue may have been generated in part from local spending on home improvements and relocating as a result of wildfires and public health shelter order, as well as home schooling expenditures. Online internet shopping appears to be a factor also. (Tess, Scott, Janet)
- Explain how MCOG's capital program works for MTA's transit purposes. MCOG holds a separate Capital Reserve Fund as allowed under TDA, tied to MTA's own five-year capital plan. (Scott, Janet)

- MTA’s own level of operating cash reserves is inadequate and static at about \$100,000. Monthly operating costs are more than \$400,000; independent auditors have advised setting aside three months of operating cash. Reserves are mainly available from MCOG’s formally reserved TDA funds (two different accounts for Operating and Capital). It was confirmed that Retained Earnings disclosed on MTA’s audited balance sheets in prior years did not translate into unrestricted cash assets. (Tess, Jacob, Mark, Janet, Nephela)
- MTA staff favored Option A with the larger amount of operating reserves set aside, particularly with future fuel costs unknown. LTF funds released for MTA’s claim under this option are sufficient to address some capital needs as well. (Jacob)

Additional funds identified for public transit also were discussed. Janet explained that the federal CARES Act funds were identified on MCOG’s 2020/21 budget to show an available offset of anticipated TDA funding losses for transit, although the funds do not flow through MCOG and are directly claimed by MTA. Nephela confirmed that CARES Act funds as identified on the 2021/22 draft MCOG budget are for information only, so they could be removed from the budget tables. Federal Section 5311 funds also are shown. Some of the CARES Act funds flow through the 5311 program, while the annual 5311 regional apportionment does require MCOG’s approval for allocation to MTA. In discussion, it was agreed leave the CARES funding in the draft budget tables for now, as it does not affect today’s recommendation.

Recommendation:

Upon motion by Gjerde, seconded by Albin-Smith, and carried unanimously (*3 Ayes; 0 Noes; 0 Absent*), the Executive Committee recommended approval of staff’s recommended “Option A” Draft 2020/21 Regional Transportation Planning Agency (RTPA) Budget, for further development during the annual budget process, including:

- LTF Reserve fund balance of ten percent, \$452,000, double the minimum as allowed under policy, releasing for allocation \$18,301
- A reserved balance of LTF prior-year unallocated revenues of \$29,135
- \$492,001 LTF for Administration
- \$80,676 LTF for 2% Bicycle & Pedestrian Program, allocating the full optional 2%
- \$147,701 LTF for the Planning program
- \$4,071,667 LTF for Transit
- Allocations from other sources for the Transportation Planning Overall Work Program (OWP) as recommended by staff and Technical Advisory Committee
- Allocations from the Regional Surface Transportation Program (RSTP) according to policy and the staffing contract.

– *Summary of recommended budget is attached.*

5. Reports / Information / Members’ Concerns. None.

6. Adjournment. The meeting was adjourned at 12:05 p.m.

Submitted by Janet Orth, Deputy Director / CFO

Mendocino Council of Governments

Regional Transportation Planning Agency - Fiscal Year 2021/22 Budget

Administration, Bicycle & Pedestrian, Planning, Transit Allocations and Reserves - Executive Committee Recommendation - February 25, 2021

REVENUES	Trans. Devt. Act (TDA)			State			Federal		Local Agencies	TOTALS
	LTF	STA	CRF	PPM	RPA	Grants	STBGP	5311		
2021/22 LTF Official County Auditor's Estimate	4,525,780									4,525,780
2020/21 Auditor's Anticipated Unrestricted Balance	219,584									219,584
Total Local Transportation Fund (LTF) Estimate	4,745,364									4,745,364
2020/21 Auditor's Anticipat'd Unrestricted Balance - Reversal	-219,584									-219,584
Reserved LTF prior-year unallocated revenues <i>inc. 2020/21 \$247,964 partial reserve</i>	277,099									277,099
Carryover - Planning Overall Work Program and RSTP Local Assistance	33,779						233,785			267,564
2021/22 State Transit Assistance - SCO's Preliminary Estimate		653,365								653,365
2021/22 State of Good Repair - SCO's Preliminary Estimate						139,740				139,740
STA and SGR - Fund Balance Available for Allocation		1,856				0				1,856
MCOG's Capital Reserve Fund - Balance Available for Transit			696,296							696,296
Federal Transit Administration (FTA) Sec. 5311 Program- CARES Act carryover							1,508,613			1,508,613
FTA Section 5311 Program - Annual Regional Apportionment							pending 5311			0
2021/22 STIP Planning, Programming & Monitoring (PPM)				106,000						106,000
2021/22 Rural Planning Assistance					294,000					294,000
2021/22 State Active Transportation Program (ATP - grants & carryover)						pending				0
2020/21 Transportation Planning Program carryover				pending	pending					0
2020/21 Local Road Safety Plans (LRSP) carryover									pending	0
Surface Transportation Block Grant Program last year's actual pending new estimate							796,494			796,494
HCD Regional Early Action Planning (REAP) Housing Funds - carryover						pending				0
LTF Reserve:										
2019/20 LTF Unrestricted Balance- audit in progress	256,982									
LTF Reserve Balance as of 6/30/2020- audit in progress	416,394									
Less LTF Reserve Allocated for FY 2020/21	203,075									
Subtotal	470,301									
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001 - <i>double at 10%</i>	452,000									(Per policy, Reserve is 5% of County Auditor's estimate of new revenue, to nearest 1,000.)
Amount Available for Allocation in FY 2021/22	18,301									18,301
TOTAL REVENUES	4,854,959	655,221	696,296	106,000	294,000	139,740	1,030,279	1,508,613	0	9,285,108
ALLOCATIONS										
Temporary Reserves - LTF prior-year unallocated revenues	29,135									29,135
2021/22 Administration	492,001						90,000			582,001
2% Bicycle & Pedestrian - 2021/22 LTF Estimate less Admin. x .02	80,676									80,676
2020/21 Planning Overall Work Program (OWP) - New Funds	147,701			106,000	294,000				0	
Carryover Funds - See OWP Summary	33,779			pending	pending	0				Total OWP: 581,480
Total Administration, Bike & Ped., and Planning	783,292	0	0	106,000	294,000	0	90,000	0	0	1,273,292
BALANCE AVAILABLE FOR TRANSIT	4,071,667	655,221	696,296	0	0	139,740	0	1,508,613	0	7,071,537
2021/22 Mendocino Transit Authority Claim- due April 1:										
MTA Operations								pending 5311		0
Unmet Transit Needs										0
Senior Centers Operations										0
Capital Reserve Fund Contribution										0
Capital Program, MTA & Seniors Current Year										0
Capital Program, Senior Centers Current Year										0
Capital Program, Long Term (Five Year Plan)										0
Total Transit Allocations	0	0	0					0		0
Other Allocations- RSTP for MCOG Partnership Fund							100,000			100,000
Other Allocations- RSTP for County & Cities Projects by Formula							606,494			606,494
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail						pending				
Other Allocations - REAP for Admin., County & Cities Projects by Formula						pending				pending
TOTAL ALLOCATIONS	783,292	0	0	106,000	294,000	0	796,494	pending	0	1,979,786
Balance Remaining for Later Allocation	4,071,667	655,221	696,296	0	0	139,740	233,785	1,508,613	0	7,305,322



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 14
Consent Calendar
MCOG Meeting
4/5/2021

STAFF REPORT

TITLE: Acceptance of FY 2019/20 Fiscal Audit of Mendocino Transit Authority

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 3.18.2021

BACKGROUND:

Each fiscal year, MCOG engages an independent Certified Public Accountant to conduct a fiscal audit of Mendocino Transit Authority, to comply with the Transportation Development Act (TDA). R. J. Ricciardi, Inc., CPAs has a multi-year engagement after a competitive procurement. MTA received a favorable audit report as usual.

The report was due by end of December 2020, however MCOG staff granted a requested 90-day extension to MTA, as allowed under TDA. A copy of the Basic Financial Statements, dated February 24, 2021, was received by MCOG on March 4, attached.

MTA's total net position decreased by \$1,437,508; total net position at June 30, 2020 was \$9,638,864, compared to the previous year at \$11,076,372. – Pages 4 and 7

The fare box calculation was included as directed by TDA. The ratio of fare box revenue compared to operating expenses was 7.4% (down from 10.1% in the previous year), below the required 10%. The auditor notes the impact of the COVID-19 crisis on transit agencies statewide and the waiving of certain TDA regulations for this audit year. – Page 19

The CPA also provided a report on compliance with TDA, noting tests of compliance were performed and that: *“In connection with the audit, nothing came to our attention that caused us to believe that Mendocino Transit Authority failed to comply with...[TDA]...and the allocation instructions and resolutions of Mendocino Council of Governments.”* – Page 25

Additionally, issues concerning MCOG are "eligibility" for TDA funds allocated to MTA and senior centers. Annually, the fiscal auditor tests for eligibility of the claimant (MTA) to receive TDA funds, which involves a formula according to California Code of Regulations (CCR) Section 6634. Any monies in excess of the amount eligible "shall be recovered" by the agency/ commission/board (MCOG), according to Section 6649. This year, MCOG staff has allowed more time for MTA and the auditor to develop this report, considering the unusual pandemic circumstances and State responses to address performance under the regulations.

The Notes to Financial Statements reveal that MTA received a concentration of 58% of its total revenue for the year from MCOG allocations of TDA funds, at \$3,019,623. Last year was 56%, at \$3,150,826. TDA funds remain the largest single source of revenue for MTA. – Pages 8, 21

Note 14, Subsequent Events, again acknowledges impact of the coronavirus pandemic. – Page 22

ACTION REQUIRED: Accept the Fiscal Year 2019/20 MTA fiscal audit, as a fiduciary duty of the Council.

ALTERNATIVES: None identified. The report was submitted to the State Controller as required, regardless of any MCOG action.

RECOMMENDATION:

Accept the FY 2019/20 MTA fiscal audit reports as presented by R. J. Ricciardi, Inc., Certified Public Accountants.

Enclosures:

MTA “Basic Financial Statements” with TDA compliance report

Project Updates

South DEAL

February 2021

MENDOCINO COUNTY

MEN-1-PM 0.00/15.00 – Point Arena CAPM – This \$11.6 million SB1 pavement project will restore and preserve the drivability and serviceability of Route 1 PM 0.00 to 15.00. Granite Construction is the prime contractor. Construction started in August and is nearing completion.

MEN-1-PM 0.63/0.99 – Gualala Streetscape Enhancement Project – The purpose of this project is to improve traffic flow and create safe and comfortable facilities for pedestrian and bicycle travel downtown. The project is also intended to improve Gualala's visual character by incorporating landscape and hardscape features into the project. Caltrans and MCOG hosted a virtual public meeting on January 14, 2021 from 5pm – 7pm to present alternatives that seeks to balance the community's concerns with on-street parking. The project is scheduled to begin construction in 2026.

MEN-1-PM 6.50/9.50 – Widen Shoulders & Install Rumble Strip – This project proposes to improve southbound (SB) shoulder width along two curves on Highway 1. The project is split into two sections, post mile (PM) 6.55 to 6.75 and PM 9.30 to 9.45. The project elements include shoulder widening, edge-line rumble strip and metal beam guard rail (MBGR) wall. The SB shoulder will be widened to 4 feet with edge-line rumble strip. Widening the shoulder will require cut and fill in both sections and where fill slopes are infeasible, a MBGR wall will be constructed. The project scope now includes a super-elevation improvement which will require development of a second project alternative that will include 4-foot shoulders along the northbound lane. Construction is scheduled for summer 2024.

MEN-1-PM 31.35 – Elk Creek Bridge – The scope of the current programmed project for rail replacement has been revised to a bridge improvement project with an alternative for bridge replacement to address scour concerns. This project is scheduled to begin construction in summer 2024.

MEN-1-PM 33.70/R51.00 – Elk to Mendocino CAPM – This \$22.5 million SHOPP pavement project will restore and preserve the drivability and serviceability of Route 1 PM 33.70 to R51.00. The project is in the Project Approval phase and should begin construction in 2023.

MEN-1-PM 42.44/43.20 – Navarro Ridge Safety – This shoulder widening project proposes to widen existing shoulders in both directions to 4 ft., install edge-line rumble strip, perpetuate the existing centerline rumble strip and install metal beam guardrail. Work will include replacement of four culverts, nine drainage inlets and the extension of three culverts. The project was initiated by District 1 Traffic Safety Office in response to a high incidence of run-off-road collisions. The construction capital estimate is \$3.96

million. Construction is scheduled for summer 2022 but may be delayed until summer 2023 if the local CDP is successfully appealed to the California Coastal Commission.

MEN-1-PM 42.30/42.50 – Navarro Drainage – The scope of this project is to abandon the existing culvert and to install a new 36-inch diameter culvert. The culvert inlet will remain at the same place and the outlet will be relocated approximately 30 ft. to the south for better alignment with natural channel. A 20 ft. by 9 ft. rock energy dissipater will be installed at the outlet. The roadway embankment side-slopes and the embankment of a private driveway will be repaired and revegetated. Shoulders will be widened to 4 ft. Additional items include restriping, installation of the edge-line and centerline rumble strip & dike replacement. The construction capital estimate is \$1.0 million. Construction is scheduled for summer 2022 but may be delayed until summer 2023 if the local CDP is successfully appealed to the California Coastal Commission.

MEN-1-PM 42.4/43.3 – Salmon Creek Bridge – This project proposes to improve the structural and geometric deficiencies of the bridge and approach roadways to ensure uninterrupted traffic movements in the event of an accident, seismic event, or other catastrophic failure; significantly reduce ongoing maintenance costs; provide wider shoulders for motorists experiencing breakdowns and provide safe bicycle and pedestrian movement across Salmon Creek. The District has requested programming for a separate lead-abatement project to address the lead impacted soils caused by sand blast waste created from past bridge maintenance activities. The lead abatement project will be scheduled to begin construction in 2023. Construction for the bridge replacement project will be delayed until 2030 due to fiscal constraints. The current construction capital estimate for the bridge replacement project is \$33.3 million.

MEN-1-PM 43.3/44.2 – Albion River Bridge Maintenance – The purpose of this maintenance project is to preserve the structural integrity, extend the life of the Albion River Bridge and to prevent further degradation of the existing wooden structure by repairing horizontal timber members that have areas of decay; replacing approximately 1,100 bolted connections throughout the entire timber sub-structure and removing the rusted and failed utility conduit along the right side of the bridge. Construction is scheduled to begin spring 2021. The construction capital estimate is \$690 thousand. A follow up maintenance project is planned for spring 2022 to repair 53 timber scabs and inspect three split ring connectors and one mole claw plate. Repair of the timber scabs was delayed one year due to permitting requirements due to the need to close the bridge at night for up to 20 non-consecutive days.

MEN-1-PM 43.3/44.2 – Albion River Bridge – This project proposes to improve function, geometrics and the seismic and structural integrity of the Albion River Bridge and approach roadway to ensure uninterrupted traffic movement in the event of a collision or emergency incident, seismic event or other catastrophic failure, significantly reduce ongoing maintenance costs, provide wider shoulders for motorists experiencing breakdowns and provide safe access for pedestrians and bicyclists across the bridge. The initial geotechnical investigations have been completed. Additional drilling for the geotechnical investigation will occur in the next phase of the project following the selection of a preferred alternative. Although construction is scheduled to begin in summer 2025, local opposition to the project may delay begin construction until 2026. The construction capital estimate is \$53.4 million.

MEN-1-PM 51.45 – Jack Peters Bridge Widening & Rail Upgrade – The purpose of these projects is to improve function by increasing bridge shoulder width for bicyclists and to ensure uninterrupted traffic movement in the event of a collision or emergency incident, construct separated pedestrian walkways on both sides of the structure to provide safe access for pedestrians and upgrade bridge rails to meet current design standards. Construction on the Jack Peters Creek Bridge is scheduled to begin construction summer 2023.

MEN-1-PM 59.70 – Hare Creek Bridge – The purpose of this project is to improve function by increasing bridge shoulder width for bicyclists and to ensure uninterrupted traffic movement in the event of a collision or emergency incident, construct separated pedestrian walkways on both sides of the structure to provide safe access for pedestrians and upgrade bridge rails to meet current design standards. Construction is scheduled for summer 2024. The construction capital estimate is \$10.1 million.

MEN-1-PM 59.8/62.1 – Fort Bragg ADA – This \$6.1 million project proposes to replace/install curb ramps, sidewalks, driveways, and crosswalk pavement markings in the community of Fort Bragg. PAED was reached on 3/18/20 and construction is scheduled to begin in the 2021 season.

MEN-1-PM 61.99 – Pudding Creek Bridge Bridge Widening & Rail Upgrade – The purpose of these projects is to improve function by increasing bridge shoulder width for bicyclists and to ensure uninterrupted traffic movement in the event of a collision or emergency incident, construct separated pedestrian walkways on both sides of the structure to provide safe access for pedestrians and upgrade bridge rails to meet current design standards. Construction on the Pudding Creek Bridge is scheduled to begin summer 2022.

MEN-1-PM 65.13/65.49 – Men-1 Widen Shoulders – The purpose of this \$2.1 million safety project is to reduce the frequency and severity of collisions by widening the shoulders near Nameless Rd. Widening will require drainage improvements. PA&ED was met on December 30, 2020. Construction is scheduled for summer 2022.

MEN-1-PM 75.50/PM 76.5 – Westport Slide Complex – The purpose of this emergency project is to reduce the annual maintenance expenditures, alleviate safety concerns from the public, and prevent complete loss of this highway segment which has no reasonable detour. The project includes two walls, drainage repairs and roadway reconstruction. This is an emergency opening project, now under construction. Slide is continuing to move throughout construction. Target completion summer 2021.

MEN-1-PM 75.50/PM 76.5 – Westport Culverts – The purpose of this project is to replace and/or repair existing drainage structures that have either severely failed inverts or are separated and misaligned. Construction is scheduled for summer 2021.

MEN-1-PM 87.90/105.60 – Rockport to Leggett CAPM – This \$22.2 million SB1 pavement project will restore and preserve the drivability and serviceability of Route 1 PM 87.90 to 105.60. The project is in the Project Approval phase and should begin construction in 2023.

MEN-20-PM 19.1/19.6 – James Creek West Safety – The purpose of this \$2.9 million safety project is to reduce the frequency and severity of collisions with geometric improvements. PAED was met on 10/23/20 and construction is scheduled to begin in summer 2022.

MEN-20-PM 20.0/20.3 – James Creek East Safety – The purpose of this \$1.1 million safety project is to reduce the frequency and severity of collisions with geometric improvements. PAED was met on 7/24/20 and construction is scheduled to begin in spring 2022.

MEN-20-PM 24.7/24.9 – Shoulder Widening near Willits – This \$2.1 million safety project proposes to reduce the frequency and severity of run-off-the-road collisions by realigning the compound curve, widening the eastbound shoulder, improving sight distance and placing metal beam guardrails. The contract was awarded to Rege Construction, Inc. on 10/23/20 and tree clearing was completed in January 2021. Construction is scheduled to begin this season.

MEN-20-PM 33.4/34.2 – Calpella 2 Bridge Replacements – This \$32.4 million project, just east of Highway 101, proposes to replace the two bridges that span the Russian River, the railroad, and East Side Road in Redwood Valley. The project will also make improvements to Road 144 (connector from Highway 20 to East Road) intersection. Bridge construction will be off alignment to reduce impacts to local communities and Highway 20 and 101. The project is currently in the Design phase. Construction is scheduled to begin in fall 2021.

MEN-101-PM 0/9.6 – Hopland CAPM – This \$11.1 million pavement preservation project will restore and preserve the drivability and serviceability of Route 101 from the county line to PM 9.6 near Hopland. Argonaut Constructors is the prime contractor. Construction is complete and Contract Acceptance was met on 12/2/20.

MEN-101-PM 1.4/1.7 – Comminsky Permanent Restoration – This \$7.4 million project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. PAED was met on 9/29/20 and construction is planned for the 2022 season.

MEN-101-PM 3.7 & 5.3 – Peregrine Slides – This \$13.8 million storm damage restoration project is expected to stabilize substantial landslide areas and repair the damaged four-lane highway. The project includes construction of retaining walls, drainage, and roadway reconstruction. The project is currently in construction and is expected to be complete by winter 2021.

MEN- 101-PM 9.9/11.2 – HOPLAND ADA – This \$9.6 million project proposes to correct non-compliant ADA pedestrian features, rehabilitate pavement, and add traffic calming/complete streets features in the community of Hopland. The project is in the Project Approval phase and should begin construction in 2024.

MEN-101-PM R21.00/R26.30 – Ukiah Rehab – This \$35.2 million SB1 pavement rehabilitation project will restore and preserve the drivability and serviceability of Route

101 PM R21.00 to R26.30. The project is in the Project Approval phase and should begin construction in 2024.

MEN-101-PM R33.73/R43.20 – Ridgewood Class 1 Pavement – This \$40.5 million SB1 pavement rehabilitation project will restore and preserve the drivability and serviceability of Route 101 PM R33.73 to R43.20. The project is in the Project Approval phase and should begin construction in 2023.

MEN-101-PM 43.5/51.30 – Willits Bypass Mitigation Project – This project will mitigate the wetland, riparian, and oak woodland impacts resulting from constructing Phase 1 of the Willits Bypass. Completed work includes seven acres of wetland creation and erosion control repairs; fencing for rotational grazing and wetland/riparian corridor protection; project water supply infrastructure; and service contracts for seed collection and plant propagation. The initial planting and establishment is complete. The project will continue to be monitored per the MMPs (Mitigation Monitoring Plans) until 2028.

MEN-101-PM 46.3/47.5 – Willits Bypass Relinquishment – This \$6.2 million project brought the existing section of Route 101 from Route 20 to the northern Willits Interchange up to a state of good repair. This project is complete. This section of Highway 101 has been relinquished and is now the responsibility of the City of Willits. The relinquishment of the section of Old Highway 101 from the North end of the Willits city limits to the North Interchange of 101 is currently in progress. It is anticipated that the County of Mendocino will assume responsibility for this segment by June 30, 2021.

MEN-101-PM 47.2/47.3 – Sherwood Road Geometric Upgrades – This \$4.2 million project will make upgrades to the Route 101/Sherwood Road intersection in Willits by widening the left turn pocket on Sherwood Road and modifying the signal. The project was awarded to Granite Construction in spring 2018. The project is complete. This section of Highway 101 has been relinquished and is now the responsibility of the City of Willits.

MEN-101-PM 48.96/55.06 – Oilwell Class 1 Pavement – This \$8.7 million SB1 pavement rehabilitation project will restore and preserve the drivability and serviceability of Route 101 PM R33.73 to R43.20. The project is in the Project Approval phase and should begin construction in 2023.

MEN-101-PM 58.9/82.5 – Moss Cove, Irvine Lodge, & Empire Camp SRRA's – This \$12.3 million project will upgrade 3 rest areas along Highway 101 in Northern Mendocino County. The contract has been awarded to West Coast Contractors and construction is on schedule to begin this season.

MEN-162- PM 0/25.7 – COVELO PAVEMENT – This \$30 million pavement project proposes to rehabilitate 50.73 miles of pavement, upgrade signs and guard railing. The project is in the Project Approval phase and should begin construction in 2024.

MEN-162-PM 8.2 – South Fork Eel River Bridge Seismic – This bridge has been identified as being seismically vulnerable and needing bridge rail upgrade. A


bridge replacement alternative has been selected by the project team. This \$7.9 million project reached PAED on 12/15/20 and is currently scheduled to begin construction in 2022.

MEN-162-PM 11.5/11.8 – Rodeo Creek Slide II – This \$38 million permanent restoration project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. The project is in the Design phase and construction is scheduled to begin in the 2022 season.

MEN-162-PM 29.18/30.67 – Covelo Trail Project – This trail project proposes to construct a Class I separated multi-use trail parallel to Highway 162 just north of the community of Covelo. The project is being administered by the Mendocino Council of Governments with oversight provided by Caltrans. Construction is expected in spring 2022 .

MEN-253-PM 1.7/2.5 – Soda Creek Wall – This \$20.2 million permanent restoration project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. The project is in the Project Approval phase and construction is scheduled to begin in the 2023 season.

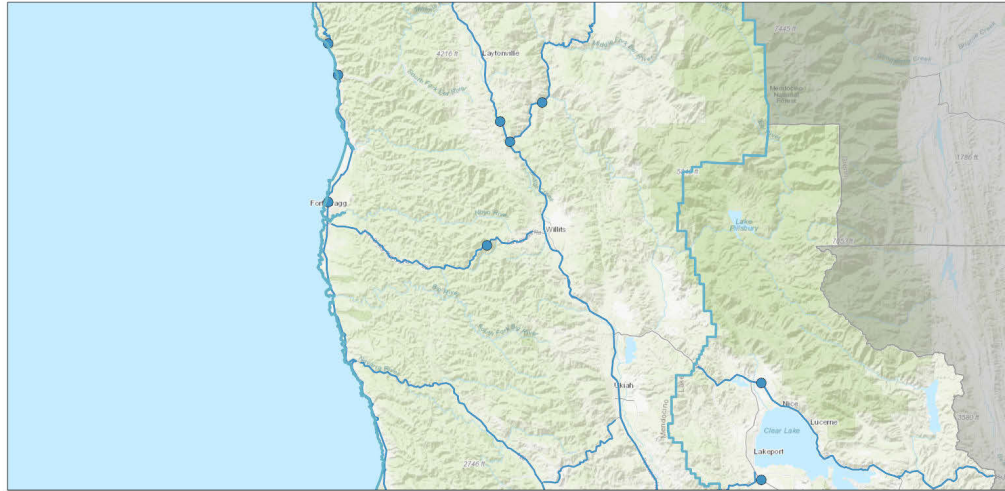
MEN-271-PM 19.6/20.0 – McCoy Creek Sinks – This \$4.2 million Permanent Restoration project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. PAED was met on 10/30/20 and Construction is planned for the 2022 season.



 **Caltrans District 1 Current Construction**

Area of Interest (AOI) Information

Area : 2,248,112.34 acres

Mar 29 2021 11:47:04 Pacific Daylight Time



-  Current Construction Locations
-  Current Construction Segments
-  California County Boundaries
-  Caltrans District 1
-  Other California Counties



Current Construction Locations

#	County	Route	Postmile	Nickname	Work Description	Program	Contractor	Estimated Completion Date
1	Various	VAR	0	North Area Bridge Repair	Bridge Repair	Bridge Preservation	American Civil Constructors West Coast Llc	2021
2	Mendocino	101	58.9	Moss Cove, Irvine Lodge & Empire Camp Srra'S	Rehab Safety Roadside Rest Area	Safety Roadside Rest Area Restoration	Mercer-Fraser Company	2022
3	Mendocino	20	24.7	Shoulder Widening Near Willits	Widen Shoulders	Safety Improvements	Rege Construction, Inc.	2021


#	Project Description	Project EA	Project Manager	Resident Engineer	undefined
1	IN DEL NORTE, HUMBOLDT AND MENDOCINO COUNTIES AT VARIOUS LOCATIONS	01-0J180	GHIDINELLI, CHRISTOPHER M	Tai Morgan Marbet	
2	IN MENDOCINO COUNTY NEAR LAYTONVILLE AT MOSS COVE SAFETY ROADSIDE REST AREA (SRRA); ALSO AT IRVINE LODGE SRRA AND EMPIRE CAMP SRRA	01-0C450	BET, BRYAN J	Mojtaba Mosallai	
3	IN MENDOCINO COUNTY NEAR WILLITS FROM 1.0 TO 0.8 MILE WEST OF THREE CHOP ROAD	01-0G430	KING, ROBERT W	Mojtaba Mosallai	

Current Construction Segments

#	County	Route	Start Postmile	End Postmile	Nickname	Work Description	Program	Contractor
1	Various	VAR	0	0	District Wide Curve Warning	Replace Curve Warning Signs	Collision Severity Reduction	Mercer-Fraser Company
2	Mendocino	1	0	15	Point Arena Capm	Capm	Pavement Preservation	Granite Construction Company
3	Mendocino	101	37.4	40	Ridgewood Grade Elb Wall	Repair Storm Damage	Major Damage Restoration (Emergency Opening)	Ghilotti Construction Company,Inc.
4	Mendocino	101	51	55	Oak Fire Damage Repair	Fire Damage Repairs	Major Damage Restoration (Emergency Opening)	Bouthillier'S Construction Inc
5	Mendocino	101	36	38	Ridgewood Grade South	Storm Damage Repair	Major Damage Restoration (Emergency Opening)	Ghilotti Construction Company,Inc.
6	Mendocino	101	3.7	5.3	Peregrine Slides	Repair Slides	Major Damage Restoration (Permanent Restoration)	O.C. Jones & Sons, Inc
7	Mendocino	1	75.6	76.4	Westport Slide Complex	Repair Landslide & Reconstruct Roadway	Major Damage Restoration (Emergency Opening)	Granite Construction Company
8	Mendocino	20	16.8	17.2	Camp 20 Safety Project	Curve Improvement And Shoulder Widening	Safety Improvements	Granite Construction Company

#	Estimated Completion Date	Project Description	Project EA	Project Manager	Resident Engineer	Length(mi)
1	2021	IN LAKE, MENDOCINO, HUMBOLDT AND DEL NORTE COUNTIES AT VARIOUS LOCATIONS	01-0G050	KING, ROBERT W	Mojtaba Mosallai	98.74
2	2021	IN MENDOCINO COUNTY NEAR POINT ARENA FROM SONOMA COUNTY LINE TO 0.1 MILE SOUTH OF MILL ST	01-0F440	BET, BRYAN J	Roosbeh Hadipour	14.93
3	2021	IN MENDOCINO NEAR WILLITS FROM 2.0 MILES SOUTH OF RIDGEWOOD RANCH ROAD TO 0.9 MILE NORTH OF BLACK BART DR	01-0J160	CONSTANCIO, SHERRY K	Munes I. Nash	5.24
4	2021	IN MENDOCINO COUNTY NEAR WILLITS FROM 0.2 MILE NORTH OF REYNOLDS HWY TO BIG TRAILS DR-RD 301D	01-0K830	CONSTANCIO, SHERRY K	Mojtaba Mosallai	3.90
5	2021	IN MENDOCINO COUNTY NEAR WILLITS FROM 1.5 MILES NORTH OF REEVES CANYON ROAD TO 3.4 MILES SOUTH OF RIDGEWOOD RANCH RD	01-0J710	CONSTANCIO, SHERRY K	Mojtaba Mosallai	3.58
6	2021	IN MENDOCINO COUNTY NEAR HOPLAND FROM 0.1 MI SOUTH OF COMMINSKY STA RD-103 TO 0.6 MI NORTH OF PIETA CR BRIDGE #10-83	01-0B500	BET, BRYAN J	Dan Kraft	3.16
7	2021	IN MENDOCINO COUNTY NEAR WESTPORT FROM 0.6 TO 1.4 MILES NORTH OF BLUE SLIDE GULCH BRIDGE	01-0G450	CONSTANCIO, SHERRY K	Roosbeh Hadipour	0.77
8	2021	IN MENDOCINO COUNTY NEAR FORT BRAGG FROM 0.5 MILES WEST OF ROAD 200A TO 0.1 MILES WEST OF ROAD 200A	01-0E860	DEMLING, FRANK C	Mojtaba Mosallai/Oe:Vicki H.	0.48

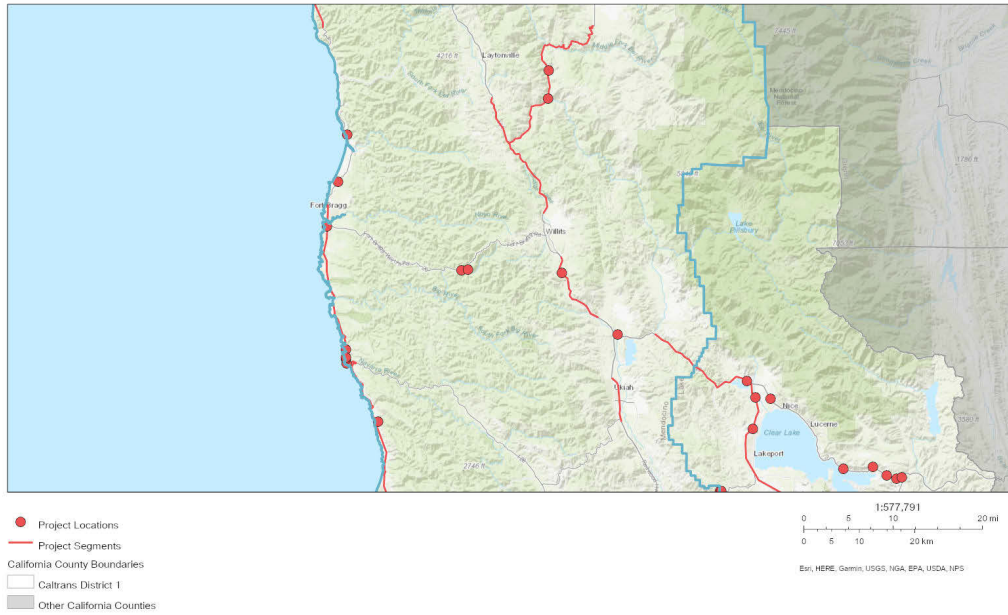
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 Caltrans District 1 Future Projects

Area of Interest (AOI) Information

Area : 2,248,112.34 acres

Mar 29 2021 12:00:21 Pacific Daylight Time



Project Locations

#	Project Book	Project ID	EA	Project Manager	Nickname	County	Route	Postmile
1	Q3 2018	11600012	01-0G060	Jeff Pimentel	Abalobadiah Creek	Mendocino	001	71.26
2	Q3 2018	117000248	01-0H660	Steven Blair	Ridgewood Weigh In Motion	Mendocino	101	41.17
3	Q3 2018	118000106	01-0H780	Robert King	<i>Not Available</i>	Mendocino	271	19.6
4	Q3 2018	117000026	01-0G600	Bryan Bet	<i>Not Available</i>	Mendocino	1	R65.13
5	Q3 2018	117000223	01-0A131	Steve Blair	South Eel River Bridge Replacement	Mendocino	162	8.2
6	Q3 2018	113000125	01-0E110	Jeff Pimentel	Elk Creek Bridge Replacement	Mendocino	001	31.3
7	Q3 2018	115000109	01-0E111	Jeff Pimentel	Hare Creek Bridge	Mendocino	001	59.7
8	Q3 2018	117000225	01-0H450	Robert King	<i>Not Available</i>	Mendocino	020	19.1
9	Q3 2018	118000111	01-0H810	Robert King	Comminsky Permanent Restoration	Mendocino	101	1.4
10	Q3 2018	118000171	01-0J120	Robert King	James Creek East Safety	Mendocino	020	20
11	Q3 2018	115000034	01-0E830	Mike Khammash	Mt Konocti Tms	Various	VAR	0
12	Q3 2018	114000035	01-0B530	Heidi Quintrell	Rodeo Creek Slide ii	Mendocino	162	11.5
13	Q3 2018	1120003	01-0C550	Frank Demling	<i>Not Available</i>	Mendocino	001	41.77
14	Q3 2018	113000123	01-0E090	Bryan Bet	Calpella 2 Bridge Replacements	Mendocino	020	33.63
15	Q3 2018	115000048	01-0E940	Frank Demling	Navarro Drainage	Mendocino	001	42.3
16	Q3 2018	100000154	01-40110	<i>Not Available</i>	<i>Not Available</i>	Mendocino	001	43.3
17	Q3 2018	100000155	01-40140	Frank Demling	<i>Not Available</i>	Mendocino	001	42.4

#	Current Phase	Performance Objective	Estimated Construction Year	undefined
1	Project Approval and Environmental Documentation (PA&ED)	Curve Improvement And Shoulder Widening	<i>Not Available</i>	
2	Project Approval and Environmental Documentation (PA&ED)	Install New Weigh In Motion Facility	2,025.00	
3	<i>Not Available</i>	<i>Not Available</i>	2,025.00	
4	<i>Not Available</i>	<i>Not Available</i>	2,024.00	
5	Plan, Specification and Estimate (PS&E)	Bridge Replacement	2,023.00	
6	Project Approval and Environmental Documentation (PA&ED)	Bridge Replacement	2,023.00	
7	Project Approval and Environmental Documentation (PA&ED)	Bridge Rail Upgrade	2,023.00	
8	<i>Not Available</i>	<i>Not Available</i>	2,023.00	
9	Plan, Specification and Estimate (PS&E)	Repair Storm Damage	2,023.00	
10	Plan, Specification and Estimate (PS&E)	Curve Improvement	2,023.00	
11	Plan, Specification and Estimate (PS&E)	Upgrade Transportation Management System	2,023.00	
12	Plan, Specification and Estimate (PS&E)	Stabilize Roadway	2,022.00	
13	<i>Not Available</i>	<i>Not Available</i>	2,022.00	
14	Plan, Specification and Estimate (PS&E)	Replace Two Bridges	2,022.00	
15	Plan, Specification and Estimate (PS&E)	Reconstruct Drainage	2,021.00	
16	<i>Not Available</i>	<i>Not Available</i>	2,021.00	
17	<i>Not Available</i>	<i>Not Available</i>	2,021.00	

Project Segments

#	Project Book	Project ID	EA	Project Manager	Nickname	County	Route	Beginning Postmile
1	Q3 2018	117000116	01-0H150	Steve Blair	Covelo Pavement	Mendocino	162	R0
2	Q3 2018	119000124	01-0J940	Steven Blair	North Point Arena Capm	Mendocino	001	14.745
3	Q3 2018	117000239	01-0H590	Robert King	Rockport To Leggett Capm	Mendocino	001	87.85
4	Q3 2018	117000024	01-0H600	Steven Blair	Elk To Mendocino Capm	Mendocino	001	33.7
5	Q3 2018	119000129	01-0J990	Steve Blair	Cook\S Valley Capm	Mendocino	101	T91.32
6	Q3 2018	100000672	01-43480	Frank Demling	<i>Not Available</i>	Mendocino	001	48
7	Q3 2018	117000235	01-0H550	Steve Blair	Longvale Rehab	Mendocino	101	55
8	Q3 2018	117000117	01-0H160	Steve Blair	Ridgewood Class 1 Pavement	Mendocino	101	R33.73
9	Q3 2018	119000128	01-0J980	Steven Blair	Cummings Capm	Mendocino	101	81.4
10	Q3 2018	117000119	01-0H170	Bryan Bet	Oilwell Class 1 Pavement	Mendocino	101	48.96
11	Q3 2018	0	01-	<i>Not Available</i>	<i>Not Available</i>	Mendocino	020	R38.3
12	Q3 2018	117000237	01-0H570	Steven Blair	Ukiah Rehab	Mendocino	101	21
13	Q3 2018	116000047	01-0F710	Jeff Pimentel	<i>Not Available</i>	Mendocino	001	6.55
14	Q3 2018	11200011	01-0B220	Heidi Quintrell	Fort Bragg Ada	Mendocino	001	59.8
15	Q3 2018	117000115	01-0H140	Steve Blair	Hopland Ada	Mendocino	101	9.8
16	Q3 2018	116000015	01-0F510	Powell Yang	South Fork Eel River Bridge Seismic	Various	101	0
17	Q3 2018	0	01-	<i>Not Available</i>	<i>Not Available</i>	Lake	020	0
18	Q3 2018	0	01-	<i>Not Available</i>	<i>Not Available</i>	Humboldt	101	T0.0

#	Ending Postmile	Current Phase	Performance Objective	Estimated Construction Year	Length(mi)
1	25.7	Project Approval and Environmental Documentation (PA&ED)	Rehabilitate Pavement	2025	25.46
2	33.91	Project Approval and Environmental Documentation (PA&ED)	Pavement Class 2 / Capm	2027	18.54
3	105.578	Project Approval and Environmental Documentation (PA&ED)	Rehab Pavement	2024	17.70
4	R51.0	Project Approval and Environmental Documentation (PA&ED)	Rehabilitate Pavement	2025	17.07
5	T106.80	Project Approval and Environmental Documentation (PA&ED)	Pavement (Capm)	2027	13.74
6	62.1	<i>Not Available</i>	<i>Not Available</i>	2021	12.86
7	64.9	Project Approval and Environmental Documentation (PA&ED)	Rehabilitate Pavement	2025	9.90
8	R43.20	Project Approval and Environmental Documentation (PA&ED)	Rehabilitate Pavement	2025	9.41
9	R90.77	Developing Project Initiation Document (PID)	Capm	2028	9.35
10	55.06	Project Approval and Environmental Documentation (PA&ED)	Rehabilitate Pavement	2025	6.10
11	44.1	<i>Not Available</i>	<i>Not Available</i>	2029	5.82
12	R26.3	Project Approval and Environmental Documentation (PA&ED)	Rehabilitate Pavement	2022	5.29
13	9.45	<i>Not Available</i>	<i>Not Available</i>	2021	2.88
14	62.1	Plan, Specification and Estimate (PS&E)	Install Ada Pedestrian Infrastructure	2022	2.23
15	11.2	Project Approval and Environmental Documentation (PA&ED)	Ada Sidewalks	2022	1.40
16	<i>Not Available</i>	Plan, Specification and Estimate (PS&E)	Bridge Seismic Retrofit	2023	0.39
17	8.175	<i>Not Available</i>	<i>Not Available</i>	2028	< 0.01
18	R10.3	<i>Not Available</i>	<i>Not Available</i>	2030	< 0.01

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MENDOCINO COUNCIL OF GOVERNMENTS STAFF REPORT

Agenda #16d
Reports
MCOG Meeting
4/05/2021

TITLE: Summary of Meetings

DATE PREPARED: 3/26/21

SUBMITTED BY: Monica Galliani, Administrative Assistant

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

Date	Meeting/Event	Staff
2/01/2020	Gualala Downtown Streetscape Meeting	Barrett
2/02/2020	Regional Transportation Planning Agency (RTPA) Meeting	Barrett & Davey-Bates
2/02/2021	Local Roads Safety Program (LRSP) Kick-Off	Barrett & Ellard
2/03/2021	Regional Transportation Plan Bi-Weekly Meeting	Barrett, Ellard & Davey-Bates
2/04/2021	Regional Transportation Plan/Social Pin Point Demo	Barrett, Casey, Davey-Bates, Ellard & Sookne
2/05/2021	Pavement Management Program Consultant Selection	Barrett & Sookne
2/05/2021	Mobility Solutions Grant Meeting	Barrett, Davey-Bates, Ellard, Orth & Sookne
2/08/2021	North State Electric Vehicle Infrastructure Group Kickoff	Barrett & Orth
2/09/2021	California Transportation Commission COVID Stimulus Workshop	Barrett & Orth
2/10/2021	CALCOG Regional Early Action Planning (REAP) Meeting	Barrett & Sookne
2/11/2021	Mobility Solutions Grant Meeting	Barrett, Ellard, Orth & Sookne
2/16/2021	MOVE 2030 Action Team Meeting	Barrett
2/17/2020	MCOG Technical Advisory Committee Meeting	Barrett, Ellard, Pedrotti, Parker, Sookne
2/18/2021	North Coast Railroad Authority Special Meeting	Ellard
2/18/2021	Senator McGuire's Great Redwood Trail Town Hall	Orth
2/22/2021	Gualala Design Team Meeting	Barrett
2/22/2021	Gualala Active Transportation Plan Debrief	Barrett
2/23/2021	CalSTA – RTPA Climate Workshop (CAPTI)	Orth
2/24/2021	Mendocino Transit Authority (MTA) Board Meeting	Sookne
2/25/2021	MCOG Executive Committee Meeting	Orth, Barrett, Galliani, Davey-Bates & Pedrotti
2/26/2021	California Transportation Commission (CTC) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Workshop	Barrett, Casey, Ellard & Sookne
2/26/2021	Rural Counties Task Force (RCTF) Climate Action Plan for Transportation Infrastructure (CAPTI) Workshop	Barrett, Davey-Bates, Ellard & Orth
2/26/2021	State Route 162 Covelo Trail Project Meeting	Barrett & Sookne
3/02/2021	Regional Transportation Plan Bi-Weekly Meeting	Barrett, Davey-Bates, Ellard & Sookne
3/03/2021	Ukiah City Council Meeting	Barrett & Sookne
3/04/2021	Covelo Trail Meeting w/ Caltrans	Barrett
3/05/2021	COG Director Association of California (CDAC) Meeting	Barrett, Davey-Bates, Orth
3/08/2021	North State Super Region HR 133 Meeting	Barrett, Davey-Bates & Orth
3/09/2021	Caltrans Transportation Demand Model TAG Meeting	Barrett, Casey, Ellard & Sookne
3/09/2021	Veloz Summit Series: Building Momentum Toward 2035 EV Goal	Orth
3/09/2021	CRRSAA Workshop	Barrett & Ellard
3/10/2021	Caltrans District 1 – Gualala EV Charger Site Planning	Orth

3/11/2021	North State EV Infrastructure Group	Orth
3/11/2021	Round Valley Tribal Council Meeting	Barrett & Sookne
3/12/2021	Covelo Trail Meeting	Barrett & Sookne
3/16/2021	California Transportation Foundation (CTF) Forum	Orth & Ellard
3/17/2021	MCOG Technical Advisory Committee Meeting	Barrett, Ellard, Pedrotti, Parker, Sookne
3/17/2021	Caltrans District 1 Tribal Summit	Barrett & Ellard
3/18/2021	CalSTA CAPTI Workshop	Barrett
3/19/2021	Rural Counties Task Force	Barrett
3/22/2021- 3/23/2021	CalCOG Regional Leadership Forum	Barrett, Ellard, Orth & Sookne
3/22/2021	Local Roads Safety Plans (LRSP) Meeting	Ellard
3/24/2021 – 3/25/2021	California Transportation Commission Meeting	Barrett & Davey-Bates
3/29/2021	Gualala Project Meeting	Barrett
3/30/2021	Regional Transportation Plan Bi-Weekly Meeting	Barrett, Davey-Bates, Ellard & Sookne

I 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 #16e
Reports
MCOG Meeting
4/05/2021

TITLE: Mendocino Express Corridor – California EV Charging Corridors Celebration

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE: 3.29.2021

BACKGROUND:

In June of 2016, MCOG joined in a partnership with ChargePoint, Inc. on a proposal to the California Energy Commission (CEC), under solicitation #GFO-15-603, to install electric vehicle direct current fast-charging infrastructure (DCFC) on US-101 from north of Santa Rosa through Mendocino County to Leggett. \$875,000 was available for grants on this segment of the corridor.

In October 2016 the CEC announced its Notice of Proposed Awards, and project awards were made at the next regular CEC business meeting in December 2016. \$14 million was awarded statewide, with two grants for Corridor 4 through Mendocino County. Other grants were made from Garberville north through Humboldt County. Grants were made on 15 corridors in California.

April 15, 2021 marks a milestone in five years and more of planning and collaborative work toward this key segment of US-101 to be installed as part of a regional public network for Mendocino County. Our partner ChargePoint has put together a virtual ribbon cutting to celebrate completion of California EV Charging Corridors with the many stakeholders involved. I am honored to have the opportunity to represent MCOG and the region, and will be in good company among this lineup of speakers.

MCOG and Chargepoint's Mendocino Express Corridor now has installed stations in Laytonville, Ukiah, Cloverdale and Santa Rosa. The other awarded project went to Recargo, Inc., with sites in Leggett, Willits and Hopland. So between these two projects, we now have connectivity with our neighboring counties Sonoma and Humboldt (at Benbow and points north) on an electric vehicle clean transportation corridor. This is just the beginning of a transition to new infrastructure in the days and years to come.

I have attached an email flyer with link to register for the one-hour webinar event on Thursday, April 15, 2021 at 10am, or click here: [California EV Charging Corridors Celebration \(chargepoint.com\)](https://chargepoint.com/california-ev-charging-corridors-celebration)

Please join us in this momentous occasion toward our shared goals for climate and transportation infrastructure.

ACTION REQUIRED: None, for information only.

ALTERNATIVES: Register and attend the online celebration live or register to watch a recording later.

RECOMMENDATION: None, this report is provided for information.

Enc:

- ChargePoint invitation to April 15, 2021 celebration
- MCOG Resolution No. M2016-12 of June 6, 2016

More information:

[March 2017 press release](#)

Janet Orth

From: Laura Parsons <laura.parsons@chargepoint.com>
Sent: Tuesday, March 23, 2021 5:51 PM
To: Janet Orth
Subject: April 15 | Celebration of California EV charging corridors

Follow Up Flag: Follow up
Flag Status: Flagged



California EV Charging Corridors Celebration

Thursday, April 15, 2021 | 10am PT | 1pm ET

Live Webinar

Hello EV Enthusiast,

We invite you to join an online celebration for the completion of 65 electric vehicle charging sites enabling long-distance highway travel across California. Hear from Commissioner Patty Monahan of the California Energy Commission and other stakeholders on the significance of this milestone for the state's transportation electrification goals as well as the benefits EV charging brings to businesses, communities and drivers.

This deployment of 65 EV charging sites was funded primarily by the California Energy Commission, with complementary funding from the San Joaquin Valley Air Pollution Control District and the North Coast Unified Air Quality Management District. ChargePoint has led the installation and operation of the stations (including DC fast chargers and Level 2) in partnership with a variety of business, municipal and tribal site hosts.

Celebration Speakers:

- Commissioner Patty Monahan, California Energy Commission
- Tom Jordan, Senior Policy Advisor, San Joaquin Valley Air Pollution Control District
- Danielle Lincoln, General Manager of Renewables, Chevron
- Janet Orth, Deputy Director & CFO, Mendocino Council of Governments, the Regional Transportation Planning Agency
- Tim Hoone, Planning Director, Tolowa Dee-ni' Nation

Manager, Trillium – A Love's Company

Webinar: California EV Charging Corridors Celebration

Date: Thursday, April 15, 2021

Time: 10am PT | 1pm ET

Duration: 1 hour

Timing doesn't work? No problem. Register anyway, and we'll send you the recording to watch when you're able.

I look forward to seeing you at the webinar.

Thanks,

Dedrick Roper, Director of Public Private Partnerships, ChargePoint

[Register Now](#)



Patty Monahan
Commissioner, California
Energy Commission

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MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2016-12

SUPPORTING A GRANT PROPOSAL BY CHARGEPOINT, INC. WITH
POTENTIAL PARTNERS REDWOOD COAST ENERGY AUTHORITY AND
OTHERS TO INSTALL ELECTRIC VEHICLE CHARGING INFRASTRUCTURE
ON THE U.S. 101 CORRIDOR IN MENDOCINO COUNTY
AND NORTHERN SONOMA COUNTY IN RESPONSE TO
CALIFORNIA ENERGY COMMISSION SOLICITATION NO. GFO-15-603

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- MCOG has adopted the Mendocino County Zero Emission Vehicle (ZEV) Regional Readiness Plan that identifies needed infrastructure and sites for plug-in electric vehicle charging, however does not have authority of its membership to implement such a plan;
- The California Energy Commission (CEC) has released its solicitation GFO-15-603 to fund development of DC fast charging infrastructure on state highways including north US-101;
- The Redwood Coast Energy Authority (RCEA) is currently operating an electric vehicle charging network in Humboldt County and is partnering with ChargePoint, Inc. to submit an application to GFO-15-603 for the US-101 corridor from the Oregon border to Garberville;
- Mendocino County and Humboldt County are contiguous and share similar geography and demography, MCOG and RCEA have collaborated on past projects, ChargePoint has offered to partner with MCOG on a proposal, and RCEA offers to extend their charging network ownership and operation into Mendocino County to the extent agreeable to this region;
- It is in the best interests of electric vehicle drivers to have consistent, predictable access to vehicle charging services where options are limited, and MCOG will act for public interest;
- ChargePoint shares MCOG's and RCEA's view, and is able to provide the required match funds of 25 percent in cash and in-kind services;
- A collaborative project with these partners would provide multiple benefits to the Mendocino County community such as meeting climate change resiliency goals and building local workforce capacity; therefore, be it

RESOLVED, THAT:

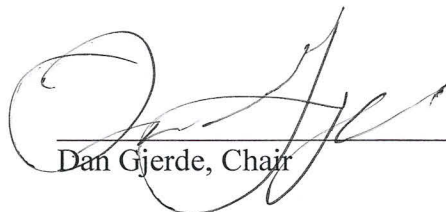
1. MCOG agrees to support and participate in a grant proposal with ChargePoint, Inc. as the lead applicant, with potential partners Redwood Coast Energy Authority, Schatz Energy Research Center and others, to install electric vehicle charging infrastructure on the U.S. 101 corridor in Mendocino County and northern Sonoma County in response to California Energy Commission Solicitation No. GFO-15-603.
2. The Council authorizes staff and the Executive Director to review and comment on appropriate documentation and to execute any documents necessary for the grant application.

ADOPTION OF THIS RESOLUTION was moved by Director Hammerstrom, seconded by Director Carter, and approved on this 6th day of June, 2016, by the following roll call vote:

AYES: Directors Jackman (PAC), Hammerstrom, Scalmanini, Stranske, Koogler,
Carter (Alt.), Woodhouse, and Gjerde
NOES: None
ABSTAINING: None
ABSENT: None

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


ATTEST: Phillip J. Dow, Executive Director


Dan Gjerde, Chair



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #16
Reports
MCOG Meeting
4/05/2021

TITLE: Regional Transportation Plan/Active Transportation Plan 2022 Update **DATE PREPARED:** 03/26/21

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 04/05/21

BACKGROUND:

MCOG staff is continuing to work on the required update of the Regional Transportation Plan (which includes the Active Transportation Plan) – *Work Element 9 in the current Overall Work Program*. The 2022 RTP/ATP Update is due by February 5, 2022, in accordance with the four-year update cycle.

As part of the initial needs assessment and information gathering phase, we are currently advertising the availability of a transportation survey and interactive mapping tools on MCOG’s website. We are utilizing a virtual public outreach tool (Social Pinpoint) to gather information, and we invite MCOG directors as well as community members and stakeholders to visit the website and provide your input. Participants may go directly to the RTP page to access these tools at:

<https://www.mendocinocog.org/regional-transportation-plan-rtp-active-transportation-plan-2022-update>

We continue to work on updating RTP goals, objectives, and policies, which will be informed by outreach efforts, and plan to bring these to the Technical Advisory Committee and MCOG over the next several months. We are continuing to work with the County, cities, tribes, and MTA to collect Capital Improvement Program project lists to ensure inclusion of both short-term and long-term projects.

As previously reported, the schedule for this planning project will extend into next fiscal year, with MCOG adoption of the Final RTP/ATP estimated to occur in December 2021. We will continue to provide periodic updates to keep the Board informed of progress throughout the year.

ACTION REQUIRED: Information only.

ALTERNATIVES: N/A.

RECOMMENDATION: Information only.

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