



# MENDOCINO COUNCIL OF GOVERNMENTS

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NEPHELE BARRETT, EXECUTIVE DIRECTOR

Administration: Suite B  
(707) 463-1859  
Transportation Planning: Suite G  
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## AGENDA

**Monday, May 3, 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](mailto:info@mendocinocog.org) or call MCOG Administration at (707) 463-1859.

Audio Call-in Option: 1 (669) 900-6833 (in CA)  
Meeting ID: 811 2058 9911 Passcode: 961224

### 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](mailto: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](mailto: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. Public Hearing: Presentation and Approval of Resolution No. M2021-\_\_\_\* Adopting the 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County
6. Presentation: Virtual Tour of City of Ukiah Transportation Projects – *No Action*
7. Fiscal Year 2021/22 RTPA Budget Presentation & Workshop
  - a. Report of Revenues Fiscal Year to Date 2020/21
  - b. Executive Committee Recommendations of February 25, 2021 – Revenues & Allocations
  - c. Technical Advisory Committee Recommendation of February 17, 2021 – Draft Planning Overall Work Program
  - d. Transit Productivity Committee Recommendations of April 26, 2021
8. Technical Advisory Committee Recommendations of April 21, 2021:
  - a. Federal Highway Infrastructure Program (HIP) Funding - Award to Mendocino County Department of Transportation's Ackerman Creek Bridge Project
  - b. Adoption of Resolution #M2021-\_\_\_\* Approval of a Funding Distribution Formula for Coronavirus Response and Relief Supplemental Appropriations Act Funds (CRRSAA)
9. Consideration of Comments to California State Transportation Agency (CalSTA) on the Draft Climate Action Plan for Transportation Infrastructure (CAPTI)

#### 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.

10. Approval of April 5, 2021 Minutes
11. Acceptance of MCOG 2019/20 Fiscal Audit
12. Adoption of Resolution #M2021-\_\_\_\* Approving Mendocino Transit Authority's Grant Application for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program Annual Regional Apportionment for Transit Operating Assistance

#### RATIFY ACTION

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

#### REPORTS

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

- ii. Next Meeting Date – Monday, June 7, 2021 – Adoption of Budget and Transportation Planning Program
- 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 \(mendocinocog.org\)](#)
  - ii. Miscellaneous
- g. MCOG Directors
- h. California Association of Councils of Governments (CALCOG) Delegates

## ADJOURNMENT

### 15. Adjourn

## AMERICANS WITH DISABILITIES ACT (ADA) and TRANSLATION REQUESTS

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

Las personas que requieren alojamiento especial 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 4.27.2021

\* Next Resolution Number: M2021-01





MENDOCINO COUNCIL OF GOVERNMENTS  
STAFF REPORT

Agenda # 5  
Regular Calendar  
MCOG Meeting  
5/3/2021

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**TITLE:** Public Hearing – 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County      **DATE PREPARED:** 04/16/21  
**MEETING DATE:** 05/03/21

**SUBMITTED BY:** Loretta Ellard, Deputy Planner

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**BACKGROUND:**

Federal transportation legislation requires that each region adopt a Coordinated Public Transit – Human Services Transportation Plan (Coordinated Plan) in order to qualify for certain Federal Transit Administration (FTA) funding sources. The purpose of these plans is to address transportation needs of elderly, disabled, and low-income individuals. The plans must assess available services, identify needs and strategies to meet needs, opportunities for coordination, and prioritize implementation of strategies.

Projects must be included in a Coordinated Plan in order to be eligible for the FTA Section 5310 Program, which provides transportation funding for the elderly and disabled. In Mendocino County, these grants have mainly been used to replace vehicles for senior centers' transportation services.

The last Coordinated Plan for our region was adopted in 2015. In an effort to assist rural counties, Caltrans again contracted with the University of the Pacific to work with Regional Transportation Planning Agency (RTPA) staff to update the plans, as was done with the 2015 update.

Mr. Thomas Pogue, University of the Pacific, worked with MCOG and MTA staff, as well as other stakeholders, to gather information and update the plan over the last year or so. The draft plan has been posted on MCOG's website since early March for public review and comment. Mr. Pogue has addressed comments received, and prepared the proposed final plan for adoption by MCOG. The proposed final plan was posted on MCOG's website on 4/16/21, and may be viewed at this link: <https://www.mendocinocog.org/final-2021-coordinated-public-transportation-plan>

Mr. Pogue will attend this meeting to present the 2021 Coordinated Plan, and respond to questions. A resolution adopting the plan is attached.

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**ACTION REQUIRED:**

1. Receive staff report, including presentation from consultant.
2. Open public hearing. (*Note: This public hearing does not require a legal notice.*)
3. Receive public comments.
4. Close public hearing.
5. Adopt resolution.

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**ALTERNATIVES:**

1. Adopt the plan with modifications (*if modifications are identified by the Board*).
2. Do not adopt the plan (*not recommended*).

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**RECOMMENDATION:** Adopt Resolution #\_\_\_\_\_, adopting the 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County, and direct staff to forward the plan and resolution to appropriate agencies.

/s/

Attachment: Resolution



# MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2021-\_\_\_

## ADOPTING THE 2021 COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN: MENDOCINO COUNTY

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- The Fixing America’s Surface Transportation Act (FAST Act) was signed into law in 2015, replacing the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP 21);
- Federal transit law requires that projects selected for funding under the “Enhanced Mobility for Individuals and Individuals with Disabilities (Section 5310) Program” be included in a locally developed, coordinated public transit - human services transportation plan, and that the plan be developed and approved through a process that includes participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public utilizing transportation services;
- These coordinated plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation;
- The last Coordinated Public Transit - Human Services Transportation Plan for Mendocino County was adopted in 2015;
- Caltrans entered into a contract with the University of the Pacific to assist rural counties with updates to their Coordinated Plans;
- The 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County included public and stakeholder outreach, and identifies strategies for addressing social service transportation needs;
- Consistent with existing local policy, strategies for improvement of transit and human services transportation are subjected to detailed analysis by the Consolidated Transportation Services Agency (CTSA) and MCOG’s Transit Productivity Committee prior to implementation;

- The 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County is a resource document that will be considered along with Social Services Transportation Advisory Council (SSTAC), Mendocino Transit Authority (MTA), and general public input in evaluating transit delivery strategies; and
- The plan has been reviewed by the MCOG Board, MCOG staff, MTA staff, and other stakeholders; therefore be it

RESOLVED, THAT:

MCOG hereby adopts the 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County and directs staff to forward the plan and this resolution to the appropriate agencies.

ADOPTION OF THIS RESOLUTION was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved on this 3<sup>rd</sup> day of May, 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





## MENDOCINO COUNCIL OF GOVERNMENTS

### STAFF REPORT

**Agenda # 6**  
Regular Calendar  
MCOG Meeting  
5/3/2021

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**TITLE:** Virtual Tour of City of Ukiah Transportation Projects      **DATE PREPARED:** 04/19/21

**SUBMITTED BY:** Loretta Ellard, Deputy Planner      **MEETING DATE:** 05/03/21

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**BACKGROUND:**

As many of you are aware, the MCOG Board has participated in “transportation tours” throughout different areas of the County for the last several years on a fairly regular annual/semi-annual basis. These tours, typically held in the spring and fall, as part of regular monthly MCOG board meetings, are always well received and allow board members an opportunity to view local agencies’ transportation projects in areas they otherwise may not often visit ---especially in remote locations such as Covelo or Gualala. MTA has generously provided transportation for the tours in the past.

Due to continued restrictions on in-person gatherings, our May 3 tour of Ukiah area projects will be conducted in a virtual format.

Staff from the City of Ukiah have prepared a PowerPoint presentation (including short videos) of several transportation projects the City has recently completed or that are in various stages of planning and development. Most, if not all, of the projects being presented include funding provided by MCOG, or are derived from/supported by MCOG’s 2011 Rails-with-Trails Corridor Plan. City staff will give the presentation and be available for questions from the Board.

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**ACTION REQUIRED:** Receive informational presentation – no action required.

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**ALTERNATIVES:** N/A.

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**RECOMMENDATION:** Information only – no action is required.

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# MENDOCINO COUNCIL OF GOVERNMENTS

## STAFF REPORT

**Agenda # 7**  
Regular Calendar  
MCOG Meeting  
5/3/2021

**TITLE:** Fiscal Year 2020/21 RTPA Budget Presentation & Workshop

**SUBMITTED BY:** Janet Orth, Deputy Director / CFO

**DATE PREPARED:** 4/26/2021

**BACKGROUND:**

MCOG’s standing committees typically meet and report during the spring budget season, so the May Council meeting is an opportunity to become familiar with any budget-related issues ahead of the final allocation decisions. At our May Board meeting, we plan to review the budget recommendations to date, along with a few visual slides to refresh the board members on MCOG’s funding sources and procedures. The June meeting materials will include a complete budget package for adoption. My summary sheets and updated explanatory notes are attached.

As previously reported, the local sales tax revenues (Local Transportation Fund – LTF) have been coming in unexpectedly high, with a 2021/22 revenue estimate of \$4.5 million, an increase of 351,402 or 8.4% from the 2020/21 estimate. Over the past year, the coronavirus pandemic has transformed life as we know it, and regional and national economies have been impacted in various ways. So we have seen some shifting of the transportation funding streams, though not actual net losses. LTF funds to Mendocino County have grown, fuel tax revenues have decreased along with driving behavior, and new federal legislation has emerged to provide economic relief and stimulus, flowing down through existing government programs.

Total available revenues from all sources are estimated at **\$12.5 million**, when including the CRRSAA federal funds for public transit at \$1.46 million. Releasing temporary reserves held in 2020/21 will add \$247,964 to the budget for allocation. The draft budget proposal doubles the LTF Reserve for transit to \$452,000 and still adds 14.7 percent (\$522,554) for MTA’s claim, reaching \$4 million for the first time. For the coming fiscal 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 state and federal funding sources.

a. Report of Revenues Fiscal Year to Date (FYTD) 2020/21

LTF budget compared to actual receipts September (July) through April (Feb.) - 8 months, accrual basis:

Auditor’s FY Estimate	LTF Budget FYTD	Budget May (Mar.) through Aug.(June)	LTF Receipts FYTD	Excess FYTD
\$ 4,174,378	\$ 2,782,919	\$ 1,391,459	\$ 3,198,916	\$ 415,997 (10.0%)

Note that receipts typically come in two months after taxes are collected. Monthly deposits have come in at a low of \$316,223 (Jan./Mar.) to a high of \$512,681 (Aug./Oct.). (Some of these variances can be explained by the State’s system of advances and later reconciliation payments.) In January when the County Auditor made the estimate, he had projected an excess of \$219,584. Under the current conditions this appears likely, and assuming there is a surplus, by MCOG policy it would be deposited to the LTF Reserve account for later allocation.

b. Executive Committee Recommendations of February 25, 2021

The Executive Committee meets annually to review staff's first draft of the budget for the upcoming fiscal year and any related issues as part of the budget process, and then reports to MCOG with recommendations. (Our report was presented to the Council on April 5.) At their meeting of February 25, the Executive Committee unanimously recommended a draft budget that allocates LTF funds for Reserves, MCOG Administration (\$492,001), 2% Bicycle & Pedestrian (80,676), Planning (147,701), and the remainder available for Transit (\$4,071,667), consistent with established priorities for Local Transportation Funds. Also, funds are available from State Transit Assistance (STA) and MCOG’s Capital Reserve fund balance for transit purposes. – refer to #7d

c. TAC Recommendation of February 17, 2021 – Draft Planning Overall Work Program

The Technical Advisory Committee (TAC) has reviewed and recommended the Draft Planning Overall Work Program; this document was forwarded to Caltrans for comment, as required by March 1. Alexis Pedrotti has provided details in her staff report, attached. A total of **\$581,480** is proposed from all funding sources for the Planning program. This amount is expected to rise as carryover amounts are identified (typically a program amendment is needed early in the new fiscal year). The final document will be presented for approval on June 7 along with the budget.

d. Transit Productivity Committee (TPC) Recommendations of April 26, 2021 – Mendocino Transit Authority's Annual Transit Claim and Unmet Needs

Typically, this committee meets in April or May to review and make recommendations on the transit claim, Unmet Transit Needs, transit performance compared to MCOG's standards, and related matters. The TPC meets today (at this writing), following closure of the board's agenda packet. Recommendations will be reported at May 3 Council meeting.

A summary of the annual transit claim was received from MTA on April 1 (attached). Staff made an initial analysis for TPC review and recommendation.

After MCOG's Administration and Planning programs, LTF funds available for Mendocino Transit Authority's claim for transit purposes come to \$4,071,667. The additions of \$655,221 of STA funds, \$696,296 of Capital Reserve funds bring the total available funding for MTA to **\$5,423,184**, an increase of 7.0% (\$354,903), before federal relief. Note that while sales taxes (LTF) revenues are up significantly, the amount available from fuel taxes (STA) is down by 45% with the reduced new estimate and MCOG's depleted fund balance.

Congress has supplemented transit revenues under last year's CARES Act, through the Federal Transit Administration's (FTA) Section 5311 and 5311f programs. Remaining funds anticipated for FY 2021/22 are estimated at \$1,213,571, shown in my spreadsheet under 2020/21. Additionally, the Coronavirus Response & Relief Supplemental Appropriations Act of 2021 (CRRSAA) became law in December 2020, with transit funds also flowing down through FTA's programs. I have shown these new funds in the spreadsheet under 2021/22 revenues at \$1,459,704. See the attached Explanatory Notes on Funding Sources for additional details.

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**ACTION REQUIRED:**

As an advisory item for now, receive a presentation from staff. Discuss and consider the staff and committee recommendations made to date in preparing for budget allocations in June for the fiscal year beginning July 1, 2021. Staff is available to answer any questions.

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**ALTERNATIVES:**

Technically the budget could be adopted at the May 3 meeting, however required findings by resolution are not yet prepared. Staff's intent is to provide ample time for the Council to review and digest the material, so customarily the decision is made in June. If the decision were to be delayed beyond the June meeting, staff would offer options to mitigate any hardship for affected agencies.

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**RECOMMENDATION:** No action; for information only.

Enclosures:

2021/22 Draft Regional Transportation Planning Agency (RTPA) Budget summary spreadsheet

2021/22 Draft RTPA Budget Summary – Supplemental Format (additional detail)

MTA's 2021/22 Claim for Funds

2021/22 Explanatory Notes on Funding Sources

# Mendocino Council of Governments

## Regional Transportation Planning Agency - Fiscal Year 2021/22 Budget

Administration, Bicycle & Pedestrian, Planning, Transit Allocations and Reserves - Staff and Committee Recommendations for Board Workshop 5/3/2021

REVENUES	Trans. Devt. Act (TDA)		State		Federal		Local Agencies	TOTALS
	LTF	STA	CRF	PPM	RPA	Grants		
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 Anticipated Unrestricted Balance - Reversal	-219,584							-219,584
Reserved LTF prior-year unallocated revenues inc. 2020/21 \$247,964 partial reserve	277,099							277,099
Carryover - Planning Overall Work Program and RSTP Local Assistance	33,779					235,406		269,185
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
STA and SGR - Fund Balance Available for Allocation		1,856						1,856
MCOG's Capital Reserve Fund - Balance Available for Transit			696,296					696,296
Federal Transit Administration (FTA) Sec. 5311 Program- CRRSAA							1,459,704	1,459,704
FTA Section 5311 Program - Annual Regional Apportionment							pending	0
2021/22 STJP 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						2,847,000		2,847,000
2020/21 Transportation Planning Program carryover								0
2020/21 Local Road Safety Plans (LRSP) carryover								0
Surface Transportation Block Grant Program last year's actual pending new estimate							pending	0
Surface Transportation Block Grant Program- CRRSAA to local member agencies						787,764		787,764
HCD Regional Early Action Planning (REAP) Housing Funds - carryover						423,875		423,875
								0
<b>LTF Reserve:</b>								
2019/20 LTF Unrestricted Balance - audited	256,982							256,982
LTF Reserve Balance as of 6/30/2020- audited	416,394							416,394
Less LTF Reserve Allocated for FY 2020/21	203,075							203,075
Subtotal	470,301							470,301
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001 - double at 10%	452,000							452,000
Amount Available for Allocation in FY 2021/22	18,301							18,301
<b>TOTAL REVENUES</b>	<b>4,854,959</b>	<b>655,221</b>	<b>696,296</b>	<b>106,000</b>	<b>294,000</b>	<b>2,986,740</b>	<b>1,447,045</b>	<b>1,459,704</b>
<b>ALLOCATIONS</b>								
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			547,701
Carryover Funds - See OWP Summary	33,779			pending	pending			0
<b>Total Administration, Bike &amp; Ped., and Planning</b>	<b>783,292</b>	<b>0</b>	<b>0</b>	<b>106,000</b>	<b>294,000</b>	<b>0</b>	<b>0</b>	<b>581,480</b>
BALANCE AVAILABLE FOR TRANSIT	4,071,667	655,221	696,296	0	139,740	0	1,459,704	7,022,628
<b>2021/22 Mendocino Transit Authority Claim - due April 1:</b>								
MTA Operations	3,434,291	455,221					pending	3,889,512
Unmet Transit Needs								0
Senior Centers Operations	637,376							637,376
Capital Reserve Fund Contribution								0
Capital Program, MTA Current Year		200,000						200,000
Capital Program, Senior Centers Current Year			696,296					696,296
Capital Program, Long Term (Five Year Plan)								0
<b>Total Transit Allocations</b>	<b>4,071,667</b>	<b>655,221</b>	<b>696,296</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,423,184</b>
<b>Other Allocations - RSTP for MCOG Partnership Fund</b>						100,000		100,000
<b>Other Allocations - RSTP for County &amp; Cities Projects by Formula</b>						597,764		597,764
<b>Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail</b>					2,847,000			2,847,000
<b>Other Allocations - REAP for Admin., County &amp; Cities Projects by Formula</b>					pending			pending
<b>TOTAL ALLOCATIONS</b>	<b>4,854,959</b>	<b>655,221</b>	<b>696,296</b>	<b>106,000</b>	<b>294,000</b>	<b>787,764</b>	<b>pending</b>	<b>10,241,240</b>
<b>Balance Remaining for Later Allocation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>139,740</b>	<b>1,459,704</b>	<b>2,258,725</b>



# MENDOCINO COUNCIL OF GOVERNMENTS

## FY 2021/22 BUDGET SUMMARY

For Board of Directors Workshop May 3, 2021

Supplemental Format

REVENUES	FY 2020/21 Budget as Amended April 5, 2021	FY 2021/22 Budget Proposed	\$ Change	% Change	NOTES
<b>LOCAL/REGIONAL:</b>					
<b>Local Transportation Funds (LTF)</b>					
LTF Official County Auditor's Estimate	\$ 4,174,378	\$ 4,525,780	\$ 351,402	8.4%	Transportation Development Act (TDA) Funds
Auditor's Anticipated Unrestricted Balance - Current Year	\$ 200,426	\$ 219,584	\$ 19,158	9.6%	
Total Local Transportation Fund (LTF) Estimate	\$ 4,374,804	\$ 4,745,364	\$ 370,560	8.5%	
Auditor's Anticipated Unrestricted Balance - Reversal	\$ (200,426)	\$ (219,584)	\$		
Reserved LTF Prior-year Unallocated Revenues	\$ 29,135	\$ 277,099	\$ 247,964	851.1%	Per policy, any excess flows through LTF Reserve
MTA Fiscal Audit - Amount returned to MCOG, if any	\$ -	\$ -	\$		Available for any TDA allowable purpose (no new revenue, in fund balance)
Planning Overall Work Program (OWP) - Carryover from Previous FY	\$ 121,187	\$ 33,779	\$ (87,408)	-72.1%	2019/20 MTA audit verified full eligibility for funds received, with state waivers
Subtotal Local Transportation Funds:	\$ 4,324,700	\$ 4,836,658	\$ 511,958	11.8%	FY 2020/21 OWP as amended Apr. 5, 2021; 2021/22 carryover as of Feb. 23 OWP carryover is offset by equivalent allocation
<b>LTF Reserve Funds</b>					
LTF "Unrestricted Balance" of Unallocated Revenue	\$ 215,766	\$ 256,982	\$ 41,216	19.1%	Last audited year, actual LTF revenue excess/shortfall per Auditor's Estimate
LTF Reserve Fund Balance	\$ 571,943	\$ 416,394	\$ (155,549)	-27.2%	Reserve used to cover transit allocation shortfalls and claims per policy
Less/Plus Current Year Reserve Allocation	\$ (375,634)	\$ (203,075)	\$ 172,559	-45.9%	Prior year unrestricted "excess revenue" above fund balance
Subtotal	\$ 412,075	\$ 470,301	\$ 58,226	14.1%	
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001	\$ (209,000)	\$ (452,000)	\$ (243,000)	116.3%	Per policy, min. Reserve 5% of County Auditor's est. of new LTF, nearest 1,000.
LTF Reserve Available for Allocation:	\$ 203,075	\$ 18,301	\$ (184,774)	-91.0%	From increase in prior-year LTF sales tax revenues
TOTAL LTF REVENUES	\$ 4,527,775	\$ 4,854,959	\$ 327,184	7.2%	
Capital Reserve Funds	\$ 685,021	\$ 696,296	\$ 11,275	1.6%	Fund balance available for transit claim based on 5-Year Capital Program
Local Agency Contributions	\$ 308,900	pending	\$		Local agencies' match for planning grants: Local Road Safety Plans
Total Local/Regional Revenues:	\$ 5,521,696	\$ 5,551,255	\$ 29,559	0.5%	
<b>STATE:</b>					
<b>Planning Programming &amp; Monitoring (PPM) Funds</b>					
Planning Overall Work Program (OWP) - New Revenue	\$ 106,000	\$ 106,000	\$	0.0%	
Planning Overall Work Program (OWP) - Carryover from Previous FY	\$ 144,343	\$ -	\$		FY 2020/21 OWP as amended Apr. 5, 2021; 2021/22 carryover as of Feb. 23
Total PPM Funds:	\$ 250,343	\$ 106,000	\$ (144,343)	-57.7%	TDA Funds
<b>State Transit Assistance (STA) Funds</b>					
State Controller's Estimate	\$ 492,043	\$ 653,365	\$ 161,322	32.8%	Revised 2020/21 SCO est. \$492,043, Preliminary 2021/22 may change
Estimated Fund Balance Available for Allocation	\$ 344,450	\$ 1,856	\$ (342,594)	-99.5%	FY 2020/21 fund balance revised per 2019/20 fiscal audit
Total State Transit Assistance Funds:	\$ 836,493	\$ 655,221	\$ (181,272)	-21.7%	
<b>State of Good Repair (SGR) Funds</b>					
State Controller's Estimate	\$ 133,525	\$ 139,740	\$ 6,215	4.7%	Transit funding program in Senate Bill 1
Estimated Fund Balance Available for Allocation	\$ 586	\$ -	\$		First 3 years thru 2019/20 were allocated by MCOG, saving for MTA project
Total State of Good Repair Funds:	\$ 134,111	\$ 139,740	\$ 5,629	4.2%	
<b>Rural Planning Assistance Funds (RPA)</b>					
Planning Overall Work Program (OWP) - New Revenue	\$ 294,000	\$ 294,000	\$	0.0%	
Planning Overall Work Program - Carryover	\$ 49,627	\$ -	\$		
Total RPA Funds:	\$ 343,627	\$ 294,000	\$ (49,627)	-14.4%	FY 2020/21 OWP as amended Apr. 5, 2021; 2021/22 carryover as of Feb. 23
<b>California Active Transportation Program (ATP)</b>					
ATP Infrastructure Projects - New Revenue	\$ 2,672,000	\$ 2,672,000	\$		SR-162 Corridor Multi-Purpose Trail construction, to be allocated by CTC
ATP Infrastructure Projects - Carryover	\$ 190,000	\$ 175,000	\$ (15,000)		Estimated funds to carry over to next FY of trail project for right-of-way
Total ATP Funds:	\$ 2,862,000	\$ 2,847,000	\$ (15,000)		Prep'd by J. Orth 4.26.2021, Page 1 of 3

**Caltrans Sustainable Communities Planning Grants**

FY 2021/22 Grant Application for Feasibility Study	\$ -	pending				Mobility Solutions for Rural Communities of Inland Mendocino County
FY 2019/20 Grant Application 2 - awarded	\$ 29,278	\$ -	\$ (29,278)			Fire Vulnerability Assessment & Emergency Preparedness completed 2020/21
<b>Total Caltrans Planning Grants:</b>	\$ 29,278	\$ -	\$ (29,278)			
<b>HCD Regional Early Action Planning (REAP) Housing Funds</b>	\$ 383,245	pending				
<b>Total State Revenues:</b>	\$ 4,839,097	\$ 4,041,961	\$ (797,136)			New grant as of 2020/21 with Housing & Community Devt. Dept., carried over

**FEDERAL:**

<b>Federal Grant Programs and Regional Apportionments</b>						
FTA Section 5311f Intercity Bus Program	pending	pending				Competitive grants include Operating Assistance and Capital Projects
FTA Section 5311 Program - Regional Apportionment	\$ 552,134	pending				Annual apportionment to Mendocino County for transit operations/capital
FTA Section 5311 Program - CARES Act and new CRRSAA	\$ 1,213,571	\$ 1,459,704	\$ 246,133			5311 CARES Phase 1 & 2 bal., new CRRSAA added 2021/22 (no expiration).
<b>Surface Transportation Block Grant Program (STBG)</b>	\$ 787,764	\$ 787,764	\$ -			Using actual 2020/21 revenue pending Prelim. estimate - exchanged for State \$
STBG Carryover/Balance Available for Later Allocation	\$ 222,728	\$ 235,406	\$ 12,678			Updated bal. under Admin for Local Assistance; per audits thru 6.30.2020
New CRRSAA Infrastructure Funds through STBG	\$ -	\$ 423,875	\$ -			TAC recommendation April 21 to distribute by formula to member local agencies
<b>Total Federal Revenues:</b>	\$ 2,776,197	\$ 2,906,749	\$ 130,552			
<b>TOTAL REVENUES</b>	\$ 13,136,990	\$ 12,499,965	\$ (637,025)			

**ALLOCATIONS**

**LOCAL/REGIONAL:**

<b>Local Transportation Funds (LTF)</b>							
Reserved LTF Prior-year Unallocated Revenues	\$ 29,135	\$ 29,135	\$ -			Balance remaining after allocations from Prior-Year Unallocated Revenues	
Administration:							
Admin. & Fiscal Services Contract	\$ 426,513	\$ 438,001	\$ 11,488			Includes COLA of 3.0% and 1.67% per CPI rates; contract allows up to 4%	
Other Direct Costs	\$ 59,295	\$ 54,000	\$ (5,295)				
<b>Total Administration Allocations:</b>	\$ 485,808	\$ 492,001	\$ 6,193				
Two Percent LTF Bicycle & Pedestrian Program	\$ 73,771	\$ 80,676	\$ 6,905			Admin. & Fiscal Services contract 2014/15 - 2018/19 plus three 1-yr extensions	
Planning Overall Work Program (OWP) - New Funds	\$ 159,501	\$ 147,701	\$ (11,800)			Opt. 2% of LTF Estimate (less Admin. allocation) per TDA	
OWP Carryover from Previous Fiscal Year	\$ 121,187	\$ 33,779	\$ (86,110)			OWP includes a Project Reserve of \$25,000	
<b>Total Admin., Bike &amp; Ped., Planning, Reserves:</b>	\$ 869,402	\$ 783,292	\$ (86,110)			FY 2020/21 OWP as amended Apr. 5, 2021; 2021/22 carryover as of Feb. 23	
Balance Available For Transit	\$ 3,658,373	\$ 4,071,667	\$ 413,294				
Proposed partial reserve Auditor's \$321,735 projected 2020/21 increase	\$ 109,750	\$ -	\$ -				
<b>BALANCE AVAILABLE FOR TRANSIT - adjusted</b>	\$ 3,548,623	\$ 4,071,667	\$ -				

**Mendocino Transit Authority (MTA) Claim:**

MTA Operations	\$ 2,993,124	\$ 3,434,291	\$ 441,167			TDA Authority: Public Utilities Code (PUC) Sec. 99260a
Unmet Transit Needs	\$ -	\$ -	\$ -			PUC Section 99260a
Senior Centers Operations	\$ 555,499	\$ 637,376	\$ 81,877			PUC Section 99400c
MTA Capital Program - Current Year	\$ -	\$ -	\$ -			CA Code of Regulations (CCR) Sec. 6648
Capital Reserve Fund Contribution	\$ -	\$ -	\$ -			
<b>Total LTF Transit Claim:</b>	\$ 3,548,623	\$ 4,071,667	\$ 523,044			
<b>Total LTF Allocations:</b>	\$ 4,418,025	\$ 4,854,959	\$ 436,934			

**Capital Reserve Funds**

Mendocino Transit Authority (MTA) Claim:	\$ -	\$ -	\$ -			CCR Section 6648
Capital Program, MTA - Current Year	\$ -	\$ -	\$ -			CCR Section 6648
Capital Program, Senior Centers - Current Year	\$ 685,021	\$ 696,296	\$ 11,275			CCR Section 6631
Capital Program - Long Term	\$ -	\$ -	\$ -			
<b>Total CRF Allocations:</b>	\$ 685,021	\$ 696,296	\$ 11,275			

Local Agency Contributions																																					
Total Local/Regional Allocations:																		\$ 308,900	pending	\$ 139,309	2.6%	Local agencies' match for planning grants: Local Road Safety Plans															
STATE:																		\$ 5,411,946	\$ 5,551,255				Prep'd by J. Orth 4.26.2021, Page 3 of 3														
<b>Planning Programming &amp; Monitoring (PPM) Funds</b>																																					
Planning Overall Work Program (OWP) - New Revenue																		\$ 106,000	\$ 106,000	\$ -	0.0%																
Planning Overall Work Program (OWP) - Carryover from Previous FY																		\$ 144,343	\$ -	\$ -																	
Total PPM Allocations:																		\$ 250,343	\$ 106,000	\$ (144,343)	-57.7%																
<b>State Transit Assistance (STA) Funds</b>																																					
Mendocino Transit Authority (MTA) Claim:																																					
MTA Operations																		\$ 834,637	\$ 455,221	\$ (379,416)	-45.5%	IDA Authority:															
Capital Program, MTA & Seniors - Current Year																		\$ -	\$ 200,000	\$ 200,000	#DIV/0!	CCR Section 6730a															
Capital Reserve Fund Contribution																		\$ -	\$ -	\$ -		CCR Section 6730b															
Total STA Allocations:																		\$ 834,637	\$ 655,221	\$ (179,416)	-21.5%	CCR Section 6631															
<b>State of Good Repair (SGR) Funds</b>																																					
Rural Planning Assistance Funds (RPA)																																					
Planning Overall Work Program (OWP) - New Revenue																		\$ 294,000	\$ 294,000	\$ -	0.0%	First 3 years thru 2019/20 were allocated by MCOG, saving for MTA project															
Planning Overall Work Program (OWP) - Carryover from Previous FY																		\$ 49,627	\$ -	\$ -																	
Total RPA Allocations:																		\$ 343,627	\$ 294,000	\$ (49,627)	-14.4%	FY 2020/21 OWP as amended Apr. 5, 2021; 2021/22 carryover as of Feb. 23															
<b>California Active Transportation Program (ATP)</b>																																					
ATP Infrastructure Projects - New Revenue																		\$ 2,672,000	\$ 2,672,000	\$ (15,000)	-7.9%	SR-162 Corridor Multi-Purpose Trail construction, to be allocated by CTC															
ATP Infrastructure Projects - Carryover																		\$ 190,000	\$ 175,000	\$ (15,000)	-0.5%	Estimated funds to carry over to next FY of trail project for right-of-way															
Total ATP Allocations																		\$ 2,862,000	\$ 2,847,000	\$ (15,000)																	
<b>Caltrans Sustainable Communities Planning Grant</b>																																					
FY 2021/22 Grant Application for Feasibility Study																		\$ -	pending	\$ -																	
FY 2019/20 Grant Application 2 - awarded																		\$ 29,278	\$ -	\$ -																	
Total Caltrans Planning Grants:																		\$ 29,278	\$ -	\$ (29,278)	-100.0%	Mobility Solutions for Rural Communities of Inland Mendocino County															
<b>HCD Regional Early Action Planning (REAP) Housing Funds</b>																																					
Total State Funds Allocations:																		\$ 383,245	pending	\$ -																	
Total State Funds Allocations:																		\$ 4,703,130	\$ 3,902,221	\$ (800,909)	-17.0%	Fire Vulnerability Assessment & Emergency Preparedness completed 2020/21															
<b>FEDERAL:</b>																																					
<b>Federal Grant Programs and Regional Apportionments</b>																																					
FTA Section 5311f Intercity Bus Program																		pending	pending	\$ -																	
FTA Section 5311 Program - Regional Apportionment:																		\$ 552,134	pending	\$ -																	
FTA Section 5311 Program - CARES Act and new CRRSAA																		pending	\$ -	\$ -																	
<b>Surface Transportation Block Grant Program (STBG)</b>																																					
MCOG Partnership Funding Program																		\$ 100,000	\$ 100,000	\$ -	0.0%	2020/21 Call for Projects due April 30. MTA rec'd \$300K w/match 2019/20															
Local Assistance - Project Delivery - Administration																		\$ 90,000	\$ 90,000	\$ -	0.0%	MTA is eligible, MCOG approves programming															
Formula Distribution to MCOG Member Agencies:																																					
Mendocino County Dept. of Transportation																		\$ 128,687	\$ 128,687	\$ -	0.0%	MTA claimed 2019/20 Phase 1 apportionment of \$557,349 as of Feb. 2021															
City of Ukiah																		\$ 173,184	\$ 173,184	\$ -	0.0%	STBG budget allocations are based on estimates															
City of Fort Bragg																		\$ 115,631	\$ 115,631	\$ -	0.0%	Regional capital project funds "off the top"															
City of Willits																		\$ 108,530	\$ 108,530	\$ -	0.0%	Staff - Regional Project Manager under Admin. Contract and direct costs															
City of Point Arena																		\$ 71,732	\$ 71,732	\$ -	0.0%	FY 2021/22 formula allocations are pending Fund Estimate															
Total RSTP Formula Distribution																		\$ 597,764	\$ 597,764	\$ -	0.0%																
Total RSTP Allocations:																		\$ 787,764	\$ 787,764	\$ -	0.0%	Formula allocation by policy, distribution pending State processing of funds															
Total Federal Funds Allocations:																		\$ 1,339,898	\$ 787,764	\$ (552,134)	-41.2%																
<b>Total Transit Allocations</b>																		\$ 5,620,415	\$ 5,423,184	\$ (197,231)	-3.5%																
<b>Total Overall Work Program (OWP)</b>																		\$ 1,212,836	\$ 581,480	\$ (631,356)	-52.1%	FY 2020/21 OWP as amended Apr. 5, 2021; 2021/22 carryover as of Feb. 23															
<b>TOTAL ALLOCATIONS</b>																		\$ 11,454,974	\$ 10,241,240	\$ (1,213,734)	-11%																
<b>Balance Remaining for Later Allocation/Difference of Actuals</b>																		\$ 1,682,016	\$ 2,258,725	\$ 576,709	34%	LTF, STA, STBG, CARES, CRRSAA															





SERVING MENDOCINO COUNTY SINCE 1976

April 1, 2021

Ms. Nephele Barrett, Executive Director  
Mendocino Council of Governments  
525 South State Street, Suite B  
Ukiah, CA 95482

Dear Nephele,

Attached is MTA's claim for funds for fiscal year 2020/2021. Due to the COVID19 Crisis, the MTA Board has not yet been able to review the proposed budget and we hope to discuss at the April, 2020 meeting. In summary, MTA is requesting:

\$ 4,071,667	from the Local Transportation Fund (LTF), and
\$ 655,221	in State Transit Assistance funds

#### **Local Transportation Fund**

The Claim includes the amount recommended by MCOG's Executive Committee as available for Transit. Of that amount, \$ 3,434,291 would be used to support MTA's General Public Operations and \$ 637,376 for Senior Center operations. No funds would be used for the Unmet Transit Needs List referred to MTA by your Board.

#### **State Transit Assistance Fund**

The Claim includes a total of \$655,221 of MTA's share of the Governor's State budget for STA funds. \$455,251 to be used for Operating assistance, and \$200,000 for current year Capital needs.

#### **Capital Reserve**

The Capital Program for FY2020/21 balance will remain in the Long-Term Capital Reserve for future use.

## **MTA Operations**

The Auditor's Estimate of LTF Revenues FY20/21 will be utilized to augment MTA operating costs.

## **Senior Center Subsidy Program**

Senior Center operating budgets are not developed until later in the process. However, since 1996, MTA and Senior Centers have agreed to share equally in the percentage change in LTF funding available for transit operations.

## **MTA and Senior Center Capital Program**

The Capital Program for the budget year FY21/22 will reflect only projects which MTA will pay for from its own reserve account or the current year STA Capital allocation. However, MTA will submit a revised Capital Plan and request an amendment to the Capital Budget claim to purchase, potentially, three (3) all-electric cutaway buses and a potential amendment should MTA be awarded 5339 grant funds through the California Consolidated Grant for one battery-electric 35-foot Gillig bus.

## **Uncertainty**

As always, the creation of a budget in March is highly uncertain. We are submitting the best information we have at this time, but respectfully request your understanding and support in the event that a revised claim is necessary.

Regards,



Jacob King  
Executive Director

Cc: Budget File

**Mendocino Transit Authority**  
**Summary of 2021/2022 Claim for Funds**

4/1/21

Source	Authority	Purpose	FY 2020/21 Amount	FY 2021/22 Amount
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**Local Transportation Fund:**

PUC, Sec. 99260(a)	MTA Operations	\$2,993,124	\$3,434,291
PUC, Sec. 99260(a)	Unmet Transit Needs	\$0	\$0
PUC, Sec. 99400(c)	Senior Center Operations	\$555,499	\$637,376
PUC, Sec. 99260(a)	MTA & Senior Capital	\$0	\$0
CCR, Sec. 6648	Transit Capital Reserve	\$0	\$0
PUC, Sec. 99260.6	Rail Passenger Subsidy	\$0	\$0

<b>Total</b>	<b>\$3,548,623</b>	<b>\$4,071,667</b>
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**State Transit Assistance Fund:**

CCR, Sec. 6730(a)	MTA Operations	\$834,637	\$455,221
CCR, Sec. 6731(b)	Senior Center Operations	\$0	\$0
CCR, Sec. 6730(b)	MTA & Senior Capital	\$0	\$200,000
CCR, Sec. 6648	Transit Capital Reserve	\$0	\$0

<b>Total</b>	<b>\$834,637</b>	<b>\$655,221</b>
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**Capital Reserve**

CCR, Sec. 6648	MTA Capital	\$0	\$0
CCR, Sec. 6648	Senior Capital	\$0	\$0
CCR, Sec. 6631	Long-Term Capital	\$685,021	\$696,296

<b>Total</b>	<b>\$685,021</b>	<b>\$696,296</b>
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<b>Total Claim</b>	<b>\$5,068,281</b>	<b>\$5,423,184</b>
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# MENDOCINO COUNCIL OF GOVERNMENTS

2021/22 Budget

## Explanatory Notes on Funding Sources

4/23/2021

### LTF - Local Transportation Fund

- Generated from quarter-cent sales tax on all sales countywide. Fund estimate provided by County Auditor-Controller. Allocated by Regional Transportation Planning Agencies (RTPAs).
- Governed by the Transportation Development Act (TDA).
- Transportation planning and public transit systems are supported by these revenues according to TDA.
- Notable in 2020/21 are online sales tax revenues, of which a formula share is received from a state pool.

### LTF Reserve Fund

- Allowed under TDA, Section 6655, adopted by MCOG on June 7, 1999, revised April 2, 2001.
- Fund balance adjusted annually at five percent of County Auditor-Controller's LTF estimate.
- Surplus allocated through annual budget process.
- To be used *“for transit services provided by Mendocino Transit Authority (MTA) that have been funded by MCOG through the annual transit claim process, when 1) actual LTF revenues fall short of LTF budget allocations, or 2) extreme or unusual circumstances warrant an additional allocation.”*
- The fund was depleted to cover the FY 2008/09 revenue shortfall and policy waived in 2010/11 and 2011/12. The policy was partially waived for the three following fiscal years. A claim was made to meet the FY 2015/16 shortfall of \$68,364.
- Since 2015/16, MCOG has fully restored the LTF Reserve policy, releasing two years of surplus for allocation between \$100,000 and \$200,000, then a shortfall of \$65,000, a surplus of \$71,000, and for 2019/20 (from 2017/18 revenue) a record surplus of \$375,634. Audited surplus from 2019/20 is 256,982, for allocation in 2021/22.

### STA - State Transit Assistance

- Generated from sales taxes on diesel and gasoline, until the Transportation Tax Swap of March 2010, when it was replaced by an increased excise tax on gasoline and increased sales tax on diesel. This expired with SB 1, the Road Repair & Accountability Act of 2017. The gas tax is now indexed to inflation.
- Governed by the Transportation Development Act (TDA).
- Eligibility is open only to transit operators - MTA in Mendocino County.
- May be used for either Operations, subject to an eligibility formula based on certain cost efficiency standards, or for Capital. MTA typically has used STA for Capital purposes, until the operations requirement was waived for FY 2009/10 – 2015/16 during the Recession; again waived for the pandemic.
- Senate Bill 508, effective July 1, 2016, provides more flexibility, so that *“rather than making an operator ineligible to receive State Transit Assistance program funds for operating purposes for an entire year for failing to meet the efficiency standards, would instead reduce the operator's operating allocation by a specified percentage, based on the percentage amount that the operator failed to meet the efficiency standards, as specified.”* – from SB 508, Chapter 716, preamble
- State Controller provides fund estimate—“Preliminary” in January, “Revised” after State Budget adopted.
- Regional allocation policy: Respond to fluctuating revenues by releasing approved allocations to MTA when received in MCOG's fund account. At times there is an unallocated balance. Other times the fund is fully claimed and has only a small balance of interest earnings, as is the case this year.
- STA has fluctuated widely, subject to political influences, while generally rising over time. 20 years ago, annual revenues were about \$150,000; two years ago in the range of \$800-900,000 with support of SB 1. With the coronavirus, fuel tax revenues dropped ~40%. Preliminary estimate for 2021/22 is \$653,365.

### Capital Reserve Fund

- Created and controlled by MCOG as allowed by Transportation Development Act (TDA), Section 6648.
- Contributions from LTF and/or STA.
- Open to Mendocino Transit Authority and Senior Centers for projects in MTA's Five-Year Capital Program.

### Surface Transportation Block Grant Program (STBGP), Section 182.6(d)(1)

- Under ISTEA legislation originally, subsequently under TEA21, SAFETEA-LU, MAP-21 and FAST Act. Formerly named Regional Surface Transportation Program (RSTP).
- Section d(1) is for regional discretionary transportation uses, in compliance with U.S. Code, Title 23 and California Constitution, Article 19.
- As allowed, MCOG exchanges for state funds by agreement with Caltrans, eliminating federal requirements.
- MCOG allocated the early fund cycles by regional competition; all of those projects were closed out.
- Subsequent MCOG policy allocated new RSTP d(1) apportionments by formula to County and Cities.
- In FY 2003/04, MCOG staff introduced new administrative procedures in order to comply with new clauses in Caltrans' fund transfer agreement. MCOG requires local claimants to provide a list of eligible projects for which they plan to spend the formula funds, and an authorized officer must sign a certification document (replaced in 2017/18 with a master Subrecipient Agreement). Also they must report prior-year expenditures when claiming new funds.
- For the FY 2005/06 funding cycle and going forward, MCOG approved recommendations of staff and the Technical Advisory Committee to revise MCOG's allocation formula such that a portion would be reserved for MCOG's use on regional projects, aka "Partnership Funding Program" (see allocating resolution). To date the Council has allocated \$1,113,485 of Partnership funds to nine projects.
- Starting FY 2011/12, MCOG approved \$90,000 annually from RSTP for a Regional Project Manager.
- In FY 2015/16 and 2016/17, funds not expended for the project manager position were approved for direct costs that are consistent with the intended scope of Local Assistance; \$20,000 has been allocated.
- Total unexpended Local Assistance funds have accumulated due to a temporary vacancy in the position and funding limits of the staffing contract, with a balance as of June 30, 2020 of \$229,846.
- In California, 2021 federal coronavirus relief funds will flow partly through STBG, partly through the State Transportation Improvement Program (STIP), as well as for transit programs. - *see also Page 3*

#### PPM - Planning, Programming & Monitoring / SB 45

- Apportioned by State to Regional Transportation Planning Agencies for work associated with State Transportation Improvement Program (STIP) projects.
- Up to 5% of Regional Improvement Program (RIP) funds in the STIP may be used for eligible activities.
- MCOG has programmed funds for planning work elements and Project Study Reports (PSRs).

#### RPA - Rural Planning Assistance

- Traditionally, either State or Federal funds have been provided in some form of subvention.
- This program is funded by the State for required Overall Work Program mandated planning functions.
- Competitive RPA grants include MCOG's 2013 Zero Emission Vehicle (ZEV) Regional Readiness Plan.

#### Caltrans Sustainable Transportation and Climate Adaptation Planning Grant Program

- This program replaced the Consolidated Planning Grant Program, which included Community Based Transportation Planning, Environmental Justice, and Transit Planning grants.
- Funded by Federal Transit Administration (FTA, Section 5304) and State Highway Account.
- MCOG was awarded seven annual Community Based Transportation Planning grants and one Environmental Justice grant as a sponsor, administered through the Planning Overall Work Program, including projects for Gualala, Laytonville, Point Arena, Westport, Ukiah Rails-With-Trails, Covelo/Round Valley, and Anderson Valley/SR-128 Trail.
- City of Willits completed the grant-funded Willits Main Street Corridor Enhancement Plan.
- MCOG completed its Pedestrian Facility Needs Engineered Feasibility Study in 2019. The SB 743 Vehicle Miles Travelled Regional Baseline Study and Mendocino County Fire Vulnerability Assessment & Emergency Preparedness Plan were completed in 2020. For FY 2021/22 MCOG has applied for a Feasibility Study: Mobility Solutions for Rural Communities of Inland Mendocino County.

#### Active Transportation Program (ATP)

- Competitive State grant program combining state and federal funds for bicycle and pedestrian projects.
- Cycles 1 and 2 funded MCOG's Covelo SR 162 Corridor Multi-Purpose Trail, in progress..
- In 2018, MCOG completed Safe Routes to School Non-Infrastructure ATP grant projects in Covelo and countywide. In 2020 MCOG applied for Gualala Downtown Streetscape Enhancement project (not funded).

Local Agency Match

- Local matching funds are required for some state and federal grants.
- Mendocino Transit Authority has contributed the required local match for their projects.
- Gualala, Laytonville, and Westport have provided in-kind local match contributions.
- MCOG typically provides required cash match from local planning funds in Overall Work Program.
- FY 2020/21 included \$180,000 from the five member local agencies for Local Road Safety Plans, from state grants and ten percent matching funds, to pool resources for consultant services through the OWP.

Coronavirus Aid, Relief, and Economic Security (CARES) Act

- [Signed into law in March 2020](#), funds are available to transit operators through FTA's 5311 programs.
- MCOG included CARES in its adopted FY 2020/21 budget at \$1,206,413, including Phase 1 and 2 balance of funds available at the time, to offset a potential shortfall of local funds for transit.
- *"Funding is provided at a 100-percent federal share, with no local match required, and is available to support capital, operating, and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19."* [[from FTA website](#)]

Coronavirus Response & Relief Supplemental Appropriations Act of 2021 (CRRSAA)

- [This bill became law in December 2020](#), including funds for various transportation programs.
- California has chosen to suballocate its apportionment of infrastructure funding through STBG and STIP. MCOG receives \$423,875 and \$1,198,132 respectively; these will flow down to member local agencies by a formula to be adopted by the Council.
- For transit: *"Similar to the CARES Act, the supplemental funding will be provided at 100-percent federal share, with no local match required. Funding will support expenses eligible under the relevant program, although the Act directs recipients to prioritize payroll and operational needs."* [[from FTA website](#)]
- MCOG's draft 2021/22 budget includes \$1,459,704 of new CRRSAA funds for MTA (no expiration), subject to the Council's direction as to inclusion in the final budget.

Federal Transit Administration (FTA) Section 5311 and 5311f

- MCOG's budget includes these programs, as funds for MTA require its approval by resolution, although cash does not flow through MCOG's accounts.
- Annual 5311 regional apportionments are typically used by MTA for operations, at over \$500,000.
- MTA has been successful in winning competitive 5311f Intercity Bus Program grants, typically about \$300,000, for Route 65 operations and/or vehicles, with a required funding match.
- CARES and CRRSAA funds for transit flow through FTA's programs, subject to MCOG's approval and claimed directly through Caltrans. From CARES Phase 1, MTA was allocated \$557,349, fully claimed to date. In August 2020, MCOG approved 5311 CARES Phase 2 funds for MTA at \$1,068,573.

Regional Early Action Planning (REAP) for Housing

- Created by AB 101, state funding is provided for regional planning related to housing production and implementation of the Regional Housing Needs Allocation (RHNA).
- In 2020, MCOG amended its Joint Powers Agreement to include housing matters as a specific power.
- MCOG's 2020/21 budget was amended to add a grant of \$383,245, suballocated to member local agencies at 90 percent, by an adopted distribution formula.
- A new master agreement with the Department of Housing & Community Development will be required to receive the grant funds.
- Eligible activities include providing technical assistance, performing infrastructure planning, and conducting feasibility studies.







# MENDOCINO COUNCIL OF GOVERNMENTS

## STAFF REPORT

**Agenda # 7c**  
Regular Calendar  
MCOG Meeting  
5/3/2021

**TITLE:** FY 2021/22 Draft Overall Work Program (OWP)

**DATE SUBMITTED:** 4/26/21

**SUBMITTED BY:** Alexis Pedrotti, Project Manager

**MEETING DATE:** 5/3/21

### **BACKGROUND:**

At their meeting of 2/17/21, the Technical Advisory Committee (TAC) recommended approval of the Draft FY 2021/22 Overall Work Program (OWP), totaling \$581,480. The Draft was due to Caltrans by 3/1/21 and was submitted on 2/23/21. Caltrans staff has reviewed the Draft and provided minor comments which will be incorporated as needed. The Final OWP will be prepared for TAC review and recommendation in May, and MCOG consideration in June.

As part of the May 3 budget workshop, we would like to give you an opportunity to review the proposed planning projects so any questions can be addressed before the Final OWP is presented for adoption in June.

Following is a brief summary of each proposed work element, budget, and responsible agency. *Some work element numbers have been left blank for addition of carryover projects in the Final OWP.*

W.E. 1 – Regional Government & Intergovernmental Coordination (MCOG) – This annual comprehensive work element covers regional transportation planning duties and ongoing coordination with state, regional and local agencies; as well as long range transportation planning duties including streets/roads/highways, air quality, aviation, and transit planning. This work element includes only tasks that are eligible for Rural Planning Assistance (RPA) funds.

Total: \$122,500 (*\$120,500 MCOG + \$2,000 Rural Counties Task Force annual dues*)

Responsible Agency: MCOG

W.E. 2 – Planning Management & General Coordination – Non-RPA (MCOG) – This work element includes transportation planning tasks that may not be eligible for Rural Planning Assistance (RPA) funds, including development and management of the Overall Work Program, routine day-to-day transportation planning duties, and general coordination activities with state, regional, local, and community agencies. It covers current as well as long range duties for all transportation modes, including streets/roads/highways, non-motorized transportation, air quality, aviation, and transit planning. This work element was first included in FY 2017/18 to segregate non-RPA eligible activities.

Total: \$107,480 (*\$100,000 MCOG + \$7,480 Direct Costs*)

Responsible Agency: MCOG

W.E. 4 – Sustainable Transportation Planning (MCOG) – This work element is to support the goals of SB 375 and AB 32 to reduce greenhouse gas emissions and respond to goals of the Air Resources Board and Strategic Growth Council, and conduct sustainable transportation planning activities. This work element was first included in FY 2017/18.

Total: \$10,000 (*\$10,000 MCOG*)

Responsible Agency: MCOG

W.E. 6 - Combined Special Studies (County Dept. of Transportation) – This annual work element is a project to collect data and perform special studies for use by local agencies to improve the safety of the County Maintained Road System and Cities' Street Systems; to update the transportation database; and to aid in implementation of the Regional Transportation Plan.

Total: \$60,000 (*\$60,000 County Dept. of Transportation*)

Responsible Agency: County Dept. of Transportation

W.E. 7 - Planning, Programming & Monitoring (MCOG) – This annual work element is for activities associated with the State Transportation Improvement Program (STIP) and Regional Transportation Improvement Program (RTIP) processes. It also includes the annual user fees for local agencies' use of the Metropolitan Transportation Commission's "Streetsaver" program for the Pavement Management Program. Total: \$67,250 (*\$60,000 MCOG + \$7,250 Pavement Management Program (PMP) annual user fees*)  
Responsible Agency: MCOG

W.E. 9 – Regional and Active Transportation Plans – 2022 Update (MCOG) Carryover – This project will finalize the update of the Regional Transportation Plan (RTP) to comply with updated RTP Guidelines and will include an update of MCOG's Active Transportation Plan, as a component of the RTP. This project was initiated in the FY 2020/21 OWP and is scheduled to be completed this FY. Total: \$53,000 (*\$53,000 MCOG*)  
Responsible Agencies: MCOG

W.E. 10 – Pavement Management Program Triennial Update (MCOG) – This carryover project is to perform a triennial update of the County's, City of Ukiah's, City of Willits, and City of Fort Bragg's Pavement Management Program (PMP) to provide a systematic method for determining roadway pavement maintenance, rehabilitation and reconstruction needs. Total: \$TBD (*\$TBD MCOG + \$TBD Consultant*)  
Responsible Agencies: MCOG

W.E. 11 – Local Road Safety Plans (MCOG) – This carryover project is to develop individual Local Road Safety Plans (LRSP) for the County of Mendocino, and Cities of Ukiah, Point Arena, Willits, and Fort Bragg. The LRSP's will create a framework to systematically identify, analyze, prioritize, and recommend roadway safety improvements on local roads. Total: \$7,500 New Funding + TBD Carryover Funding (*\$7,500 MCOG New Funds + \$TBD Consultant*)  
Responsible Agencies: MCOG

W.E. 12 – Trench Cut Study and Implementation Services (Ukiah) – This carryover project proposes to complete a Trench Cut Fee Study 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. Estimated carryover will be included in the Final OWP. Total: \$TBS (*\$TBD Consultant*)  
Responsible Agencies: City of Ukiah  
*\*Please note: The Trench Cut Fee Study and Implementation Services project replaced the previous City of Ukiah Project (Sidewalk Maintenance and ADA Curb Ramp Inventory) that was formerly included in the Draft OWP submitted to Caltrans for review. This Amendment (4<sup>th</sup>) was approved by the MCOG Board at the April 5, 2020 Board Meeting.*

W.E. 14 - Training (MCOG) – This is an annual work element to provide funding for technical training in the transportation planning field for MCOG planning staff and local agency staff. Due to Pandemic, and absence of travel expenses no new funding will be allocated to this element, only carryover funding from FY 2020/21, which will be estimated in the Final OWP. Total: \$TBD (*\$TBD MCOG + \$TBD Local Agencies*)  
Responsible Agencies: MCOG, County, Cities, MTA

W.E. 15 – Local Streets Assessment and Shared Roadway Agreement (City of Point Arena) – This project is to perform an assessment that will aid in safety condition improvements, as well as prioritization of improvements for the City thus improving travel and safety on region's local streets and roads systems. The project will also aid in the implementation of the Regional Transportation Plan. Total: \$53,750 (*\$43,000 Consultant + \$10,750 Local Agency*)  
Responsible Agencies: City of Point Arena

W.E. 16 - Multi-Modal Transportation Planning (MCOG) – This is an annual work element to provide day-to-day multi-modal transportation planning duties, including bicycle, pedestrian, transit, rail, aeronautics, and goods movement planning activities.

Total: \$40,000 (*\$40,000 MCOG*)

Responsible Agency: MCOG

W.E. 18 - Geographic Information System (GIS) Activities (MCOG) – This is an annual work element to provide GIS support services related to the roadway transportation system and all transportation modes in Mendocino County.

Total: \$5,000 (*\$5,000 MCOG*)

Responsible Agency: MCOG

W.E. 20 - Grant Development & Assistance (MCOG) – This annual work element provides technical assistance, research, and support to local agencies, Mendocino Transit Authority, tribal governments, North Coast Railroad Authority, and others, on federal, state, and local grant opportunities.

Total: \$30,000 (*\$30,000 MCOG*)

Responsible Agency: MCOG

RESERVE – This OWP includes a “reserve” of \$25,000, which allows for a reserve of funds to perform larger projects that are restricted due to the lack of funding available in any “one” given fiscal year. The reserve account will allow the opportunity to accumulate funding to complete projects that have been needed for many years.

Total: \$25,000 (Reserve)

Responsible Agency: MCOG

The Draft FY 2021/22 Overall Work Program as submitted totals **\$581,480**. It is anticipated that a few carryover projects will be added to the Final Work Program when it is considered for adoption in June.

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**ACTION REQUIRED:**

No action is required at this time. The purpose of this agenda item is to respond to any questions or concerns you may have before the Final FY 2021/22 Overall Work Program is prepared for TAC recommendation in May, and MCOG consideration in June.

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**ALTERNATIVES:**

None identified.

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**RECOMMENDATION:**

This item is presented for information and discussion only, as part of MCOG’s overall budget workshop. The Final FY 2021/22 Overall Work Program will be scheduled for TAC review and recommendation in May, and MCOG adoption in June.



**MENDOCINO COUNCIL OF GOVERNMENTS  
FY 2021/22 (DRAFT) OVERALL WORK PROGRAM  
SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE RPA	OTHER	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$ -	\$ -	\$ 122,500	\$ -	\$ 122,500
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ 107,480	\$ -	\$ -	\$ -	\$ 107,480
4	MCOG - Sustainable Transportation Planning	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
6	Co. DOT - Combined Special Studies	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000
7	MCOG - Planning, Programming & Monitoring	\$ 31,500	\$ 35,750	\$ -	\$ -	\$ 67,250
9	MCOG - Regional and Active Transportation Plans Update - Carryover	\$ -	\$ 16,500	\$ 36,500	\$ -	\$ 53,000
10	Pavement Management Program (PMP) Update - Carryover	\$ -	\$ -	\$ -	\$ -	\$ -
11	MCOG - Local Road Safety Plans (LRSP) - Carryover	\$ 7,500	\$ -	\$ -	\$ -	\$ 7,500
12	Ukiah - Sidewalk Maintenance and ADA Curb Ramp Inventory - Carryover	\$ -	\$ -	\$ -	\$ -	\$ -
14	MCOG - Training	\$ -	\$ -	\$ -	\$ -	\$ -
15	Point Arena - Local Street Assessment and Shared Roadway Agreement - NEW	\$ -	\$ 53,750	\$ -	\$ -	\$ 53,750
16	MCOG - Multi-Modal Transportation Planning	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
18	MCOG - Geographic Information System (GIS) Activities	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
20	MCOG - Grant Development & Assistance	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
	<i>PROJECT RESERVE</i>	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
	<b>TOTAL</b>	<b>\$ 181,480</b>	<b>\$ 106,000</b>	<b>\$ 294,000</b>	<b>\$ -</b>	<b>\$ 581,480</b>
<b>TOTAL WORK PROGRAM SUMMARY/PROGRAMMATCH</b>						
Local		\$ 181,480	31%	Local LTF 2021/22 Alloc.		\$ 147,701
State		\$ 400,000	69%	Local LTF Carryover		\$ 33,779
Federal		\$ 0	0%	State PPM 2021/22 Alloc.		\$ 106,000
Other		\$ 0	0%	State PPM Carryover		\$ 0
		\$ 0	0%	State RPA 2021/22 Alloc.		\$ 294,000
		<b>\$ 581,480</b>	<b>100%</b>	State RPA Carryover		\$ 0
<b>TOTAL WORK PROGRAM SUMMARY</b>						
				Federal		\$ 0
				Other		\$ 0
				<b>TOTAL</b>		<b>\$ 581,480</b>

**MENDOCINO COUNCIL OF GOVERNMENTS  
FY 2021/22 (DRAFT) 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			\$120,500	\$2,000	\$122,500
2	MCOG - Planning Management & General Coordination (Non-RPA)			\$100,000	\$7,480	\$107,480
4	MCOG - Sustainable Transportation Planning			\$10,000		\$10,000
6	Co. DOT - Combined Special Studies	\$60,000				\$60,000
7	MCOG - Planning, Programming & Monitoring			\$60,000	\$7,250	\$67,250
9	MCOG - Regional and Active Transportation Plans Update - <i>Carryover</i>			\$53,000		\$53,000
10	Pavement Management Program Triennial Update - <i>Carryover</i>				TBD	\$0
11	MCOG - Local Road Safety Plans (LRSP) - <i>Carryover</i>			\$7,500	TBD	\$7,500
12	Ukiah - Sidewalk Maintenance and ADA Curb Ramp Inventory - <i>Carryover</i>					\$0
14	MCOG - Training					\$0
15	Point Arena - Local Streets Assessment and Shared Roadway Agreement - <b>NEW</b>		\$10,750		\$43,000	\$53,750
16	MCOG - Multi-Modal Transportation Planning			\$40,000		\$40,000
18	MCOG - Geographic Information System (GIS) Activities			\$5,000		\$5,000
20	MCOG - Grant Development & Assistance			\$30,000		\$30,000
	<b>PROJECT RESERVE / Grant Local Match</b>				\$25,000	\$25,000
	<b>TOTAL</b>	<b>\$60,000</b>	<b>\$10,750</b>	<b>\$426,000</b>	<b>\$84,730</b>	<b>\$581,480</b>

**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 (est. \$426,129). 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. - **The Draft only includes new funding for MCOG Planning Staff, carryover funding will be identified in the Final. Further contract information will be updated once the new contract extension has been approved.**

**MENDOCINO COUNCIL OF GOVERNMENTS  
FY 2021/22 (DRAFT) OVERALL WORK PROGRAM  
BUDGET REVENUE SUMMARY**

NO.	WORK ELEMENT TITLE	STATE RPA	STATE PPM	OTHER	Local TDA	In-kind Service	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination	\$ 122,500	\$ -	\$ -	\$ -	\$ -	\$ 122,500
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ -	\$ -	\$ -	\$ 107,480	\$ -	\$ 107,480
4	MCOG - Sustainable Transportation Planning	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
6	Co. DOT - Combined Special Studies	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
7	MCOG - Planning, Programming & Monitoring	\$ -	\$ 35,750	\$ -	\$ 31,500	\$ -	\$ 67,250
9	MCOG - Regional and Active Transportation Plans Update - Carryover	\$ 36,500	\$ 16,500	\$ -	\$ -	\$ -	\$ 53,000
10	Pavement Management Program Triennial Update - Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	MCOG - Local Road Safety Plans (LRSP) - Carryover	\$ -	\$ -	\$ -	\$ 7,500	\$ -	\$ 7,500
12	Ukiah - Sidewalk Maintenance and ADA Curb Ramp Inventory - Carryover	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	MCOG - Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Point Arena - Local Street Assessment and Shared Roadway - NEW	\$ -	\$ 53,750	\$ -	\$ -	\$ -	\$ 53,750
16	MCOG - Multi-Modal Transportation Planning	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
18	MCOG - Geographic Information System (GIS) Activities	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
20	MCOG - Grant Development & Assistance	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	<b>PROJECT RESERVE</b>	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
<b>TOTALS</b>		<b>\$ 294,000</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ 181,480</b>	<b>\$ -</b>	<b>\$ 581,480</b>

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

**MENDOCINO COUNCIL OF GOVERNMENTS  
 FY 2021/22 (DRAFT) OVERALL WORK PROGRAM  
 SUMMARY OF CARRYOVER FUNDS**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE RPA	STATE/BI Adaptation Grant	TOTAL	Notes
2	MCOG - Planning Management & General Coordination (Non-RPA)	\$ 33,779	\$ -	\$ -	\$ -	\$ 33,779	Reserve funds from FY 2020/21 OWP.
9	MCOG - Regional and Active Transportation Plans Update	\$ -	\$ -	\$ -	\$ -	\$ -	
10	Pavement Management Program (PMP) Update	\$ -	\$ -	\$ -	\$ -	\$ -	
14	MCOG - Training	\$ -	\$ -	\$ -	\$ -	\$ -	
12	Ukiah - Sidewalk Maintenance and ADA Curb Ramp Inventory	\$ -	\$ -	\$ -	\$ -	\$ -	
	Project Reserve Element Funding	\$ -	\$ -	\$ -	\$ -	\$ -	
	<b>TOTAL</b>	\$ 33,779	\$ -	\$ -	\$ -	\$ 33,779	





## MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 8a**  
Regular Calendar  
MCOG Meeting  
5/3/2021

### STAFF REPORT

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**TITLE:** TAC Recommendation – Award of Highway Infrastructure Program (HIP) Funding for FY 2019/20 & FY 2020/21 **DATE PREPARED:** 04/21/21

**SUBMITTED BY:** Nephele Barrett, Executive Director

**MEETING DATE:** 05/03/21

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#### **BACKGROUND:**

MCOG has received notification of two additional years of funding available to the region through the Highway Improvement Program (HIP). MCOG has previously received two rounds of funding under this federal funding source, which is available for road/street/ highway construction projects. The Mendocino County region has apportionments of \$93,208 for FY 2019/20, and \$75,968 for FY 2020/21, for a total of \$169,176 in available federal funding.

As a reminder, the first two rounds of funding from this program, totaling \$548,913 (*FY 2017/18 - \$227,866; FY 2018/19 - \$321,047*) were awarded to the City of Ukiah's Downtown Streetscape project.

Due to the relatively small amount of funding in these apportionments, it makes sense to add these funds to an existing federal project, as there are too many federal requirements for a small pot of money. These funds must be used on facilities on the Federal Aid System, classified higher than a rural minor collector. FY 2019/20 funds must be obligated by September 30, 2023 and expended by September 30, 2028. We have not yet received guidance for FY 2020/21 funds, but if consistent with previous years, obligation would be required by September 30, 2024, with expenditure by September 30, 2029. Federal share is 88.53% for California, except when on the interstate (90%) or when the project meets certain safety conditions (100%).

The TAC has discussed potential uses for these federal funds over a period of several meetings. Three potential projects have been discussed: Ukiah Downtown Streetscape, Phase II (City of Ukiah); Willits Pedestrian Crossing at SR 20 and Walnut Street (City of Willits); and, Ackerman Creek bridge project, North State Street, Ukiah (County of Mendocino). The Willits project was recently withdrawn from consideration after City and Caltrans staff determined that it was not yet ready to proceed.

At their meeting of April 21, 2021, the TAC unanimously recommended that the FY 2019/20 and FY 2020/21 funding (totaling \$169,176) be awarded to the County's Ackerman Creek bridge project (\$11,337,000 Construction). The project is being funded through the federal Highway Bridge Program, and the County is seeking funding to assist with the local share costs. If approved by the MCOG Board, staff will request an FSTIP amendment to program these funds.

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**ACTION REQUIRED:** Consider TAC's recommendation to award FY 2019/20 (\$93,208), and FY 2020/21 (\$75,968) Highway Improvement Program (HIP) funds to the County of Mendocino's Ackerman Creek Bridge project.

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**ALTERNATIVES:** The Board may choose to award the available HIP funds to a different project.

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**RECOMMENDATION:** Accept TAC's recommendation to award FY 2019/20 (\$93,208), and FY 2020/21 (\$75,968) Highway Improvement Program (HIP) funds to the County of Mendocino's Ackerman Creek Bridge project, for a total award of \$169,176.



# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda #8b**  
Regular Calendar  
MCOG Meeting  
5/3/2021

## STAFF REPORT

**TITLE:** TAC Recommendation – Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA, HR 133) **DATE PREPARED:** 04/26/21

**SUBMITTED BY:** James Sookne, Program Manager

**MEETING DATE:** 05/03/21

### 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 the 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 the March TAC meeting, CRRSAA funding was discussed and members indicated their preference for a formula distribution instead of a competitive call for projects. At the April MCOG Board meeting, the TAC’s preference was presented and the Board directed staff to develop formula funding scenarios for distribution of CRRSAA funds to the local agencies. At the April TAC meeting, staff presented formulas with base amounts and the rest distributed based on a 50/50 split of population and center-line miles. In addition to developing the initial formulas, additional scenarios were developed where, if possible, only STIP or STBG funds would be allocated to an agency. Following a discussion of the various formulas and potential projects, the TAC recommended adoption of the following formula:

	Scenario #2G \$100,000 Base		
	STIP	STBG	Total
County	\$ 599,619.45	\$ 318,509.72	\$ 918,129.17
Ukiah	\$ 232,694.96	\$ -	\$ 232,694.96
Willits	\$ 144,050.60	\$ -	\$ 144,050.60
Fort Bragg	\$ 161,859.99	\$ -	\$ 161,859.99
Point Arena	\$ -	\$ 105,365.28	\$ 105,365.28
Total:	\$ 1,138,225.00	\$ 423,875.00	\$ 1,562,100.00

Staff has drafted a resolution formally adopting the TAC-recommended distribution formula for the CRRSAA funds.

For the STIP portion of the CRRSAA funds, the CTC has indicated that they will be conducting a mid-cycle STIP to approve projects as early as the June meeting. As a result, the process to develop a

project list for funds to be used in FYs 20/21 or 21/22 has been greatly accelerated. Project lists that will utilize the funds in those years were due to the CTC by April 23. However, no local agencies in Mendocino County wished to program STIP funding in those years. The CTC will consider programming additional projects for FY 22/23 and beyond at the August or October 2021 meetings. No mid-cycle STIP amendments will be considered after October 2021. Regions will also have the option to program their CRRSAA STIP funds as part of the regular RTIP/STIP process that will start this fall. All funds must be programmed no later than August 2023.

The STBG portion of the CRRSAA funds (referred to by CTC as CRRSAA Program) have a similarly accelerated schedule for programming. MCOG submitted a CRRSAA Program project list to the CTC on April 23<sup>rd</sup>, requesting the programming of \$105,365 of CRRSAA Program funds to the City of Point Arena's Mill Street Reconstruction Sidewalk, Drainage, and Asphalt Replacement Project. It is anticipated that these funds will be programmed at the May CTC meeting. For regions that weren't ready to move forward with programming by the April 23<sup>rd</sup> deadline, there will be options to program their funds at a later time..

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**ACTION REQUIRED:** Consider the TAC's recommendation and adopt the resolution to distribute the CRRSAA funds based on the presented scenario (#2G).

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**ALTERNATIVES:** The Board may choose a different distribution method for the CRRSAA funds.

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**RECOMMENDATION:** Consider the TAC's recommendation and adopt the resolution to distribute the CRRSAA funds based on the presented scenario (#2G).

# MENDOCINO COUNCIL OF GOVERNMENTS

## BOARD of DIRECTORS

### RESOLUTION No. M2021-\_\_\_

#### APPROVAL OF A FUNDING DISTRIBUTION FORMULA FOR CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT FUNDS

WHEREAS,

- The Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (HR 133) was enacted into law on December 27, 2020 and included an apportionment of \$911.8 million in “highway infrastructure program” funds for California;
- The California Transportation Commission (CTC) approved a distribution method of the funds, with 60% going to the State and 40% to the regions;
- The CTC approved a distribution of the regional apportionment based 50% on the Surface Transportation Block Grant (STBG) formula and 50% on the State Transportation Improvement Program (STIP) formula;
- The CTC has established guidelines for the CRRSAA Program (STBG formula portion) and a Mid-Cycle STIP to expedite programming and use of these funds for transportation infrastructure;
- The funds apportioned to the Mendocino County region total \$1,622,007, with \$423,875 flowing through the CRRSAA Program and \$1,198,132 through Mid-Cycle STIP (including PPM of \$59,907);
- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- MCOG staff developed various scenarios for distributing funds amongst the County of Mendocino and four incorporated cities based on a 50/50 split of population and center-line miles with base amounts allocated to each agency;
- The Technical Advisory Committee (TAC) recommended the MCOG Board approve the following funding distribution scenario which includes \$100,000 base amount for each agency:

	Scenario #2G \$100,000 Base		
	STIP	CRRSAA (STBG)	Total
County	\$ 599,619.45	\$ 318,509.72	\$ 918,129.17
Ukiah	\$ 232,694.96	\$ -	\$ 232,694.96

Willits	\$ 144,050.60	\$ -	\$ 144,050.60
Fort Bragg	\$ 161,859.99	\$ -	\$ 161,859.99
Point Arena	\$ -	\$ 105,365.28	\$ 105,365.28
Total:	\$ 1,138,225.00	\$ 423,875.00	\$ 1,562,100.00

- Mid-Cycle STIP funds will be programmed for specific projects as part of the Regional Transportation Improvement Program (RTIP) through subsequent Board-approved amendments or as part of the 2022 RTIP process; and
- CRRSAA Program (STBG) funds will be designated for specific projects through submission of a project list to the CTC; therefore, be it

RESOLVED, THAT:

The Mendocino Council of Governments approves the Coronavirus Response and Relief Supplemental Appropriations Act funding distribution scenario identified above and directs staff to work with local agencies to develop and submit to the CTC a project list to utilize available CRRSAA Program funds, consistent with the approved funding distribution and program guidelines.

ADOPTION OF THIS RESOLUTION was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved on this 3rd day of May, 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



# MENDOCINO COUNCIL OF GOVERNMENTS

## STAFF REPORT

**Agenda #9**  
Regular Calendar  
MCOG Meeting  
5/3/2021

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**TITLE:** CalSTA's Climate Action Plan for Transportation  
Infrastructure – Review and Comment

**DATE PREPARED:** 04/23/21  
**MEETING DATE:** 05/03/21

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**SUBMITTED BY:** Nephele Barrett, Executive Director

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**BACKGROUND:** On March 10, 2021, the California State Transportation Agency (CalSTA) unveiled the draft Climate Action Plan for Transportation Infrastructure (CAPTI). The plan details how the state recommends investing billions of discretionary transportation dollars annually to aggressively combat and adapt to climate change while supporting public health, safety and equity. CAPTI builds on executive orders N-19-19 and N-79-20, signed by Governor Newsom in 2019 and 2020, and targeted at reducing greenhouse gas (GHG) emissions in transportation.

CAPTI is based on guiding principles which can be largely accepted statewide. There are many actions of the plan that align with our local efforts, such as implementing ZEV infrastructure, active transportation projects, and climate change adaptation. However, the strategies for implementing the principles have been met with mixed responses from around the State. Some of the most commonly expressed concerns are as follows:

- Strategies change the conditions of SB 1 funding, which was supported by voters through the defeat of Prop 6
- Strategies harm projects that have been in the works for many years
- Strategies take money away from some existing funding programs on which local agencies rely
- Changes may disproportionately impact lower wage workers who live farther from jobs and/or can't utilize transit for commute

Additional concerns, more specific to rural areas, include:

- Caltrans may not implement safety projects on rural highways that could be incorrectly determined to increase capacity
- Added focus on VMT reduction and infill may result in more funds shifted away from rural areas, as rural projects struggle to compete
- Reliance on tools/indexes that automatically put rural projects at a disadvantage (similar to CalEnviroScreen)

Given the fact that this document will likely guide project funding around the state for the next several years, staff feels that it's important to provide comment. At this meeting, we would like the board to provide input on the document to be submitted to CalSTA by the May 19, 2021, deadline for comments. Key sections of the document are the Guiding Principles listed on pages 15 through 16 and Implementation Strategies & Actions, which are listed, along with responsible agencies and timeframes for each action, in Appendix A, pages 29 through 37. The relevant sections are included with this report. The full document can be found here: <https://calsta.ca.gov/-/media/calsta-media/documents/capti-2021-calsta.pdf>

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**ACTION REQUIRED:** Provide comments on the Climate Action Plan for Transportation Infrastructure (CAPTI) and direct staff to submit to the California State Transportation Agency by the May 19, 2021, deadline.

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**ALTERNATIVES:** Alternatively, do not provide comments on the plan or direct staff to develop comments without board input

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**RECOMMENDATION:** Provide comments on the Climate Action Plan for Transportation Infrastructure (CAPTI) and direct staff to submit to the California State Transportation Agency by the May 19, 2021, deadline.





# CAPTI Investment Framework

Although California's statewide transportation funding programs have different statutory direction and invest in various types of infrastructure, collectively they can help us work toward our transportation vision. Understanding that there is not a one-size-fits-all approach to achieving the needs of the state's diverse communities, realizing the outcomes outlined in the CTP 2050 requires a range of investment strategies. These guiding principles for investment will work to reduce Californians' dependence on driving, increase multimodal options for all communities, and equitably meet the state's climate goals. These programs should collectively focus on prioritizing projects that align with the following guiding principles, as applicable within their existing structure.

## Guiding Principles

Within the "fix-it-first" approach and through existing funding frameworks, the State's transportation infrastructure investments should be deployed to do the following, where feasible:

Per EO N-79-20, invest to create new clean transportation options in urban, suburban, and rural settings for all Californians as well as for goods movement by:



**Building toward an integrated, statewide rail and transit network**, centered around the existing California State Rail Plan that leverages the California Integrated Travel Project to provide seamless, affordable, multimodal travel options in all context, including suburban and rural settings, to all users.



**Investing in networks of safe and accessible bicycle and pedestrian infrastructure**, particularly by closing gaps on portions of the State Highway System that intersect local active transportation and transit networks or serve as small town or rural main streets, with a focus on investments in low-income and disadvantaged communities throughout the state.



**Including investments in light, medium, and heavy-duty zero-emission vehicle (ZEV) infrastructure** as part of larger transportation projects. Support the innovation in and development of the ZEV market and help ensure ZEVs are accessible to all, particularly to those in more rural or remote communities.

Additionally, per EO N-19-19, invest in ways that encourage further adoption and use of these clean modes of transportation mentioned above by:



**Strengthening our commitment to social and racial equity by reducing public health and economic harms and maximizing community benefits** to disproportionately impacted disadvantaged communities, low-income communities, and Black, Indigenous, and People of Color (BIPOC) communities, in urbanized and rural regions, and involve these communities early in decision-making. Investments should also avoid placing new or exacerbating existing burdens on these communities, even if unintentional.



**Making safety improvements to reduce fatalities and severe injuries of all users towards zero** on our roadways, railways and transit systems by focusing on context-appropriate speeds, prioritizing vulnerable user safety to support mode shift, designing roadways to accommodate for potential human error and injury tolerances, and ultimately implementing a safe systems approach.



**Assessing physical climate risk** as standard practice for transportation infrastructure projects to enable informed decision-making, especially in communities that are most vulnerable to climate-related health and safety risks.



**Promoting projects that do not significantly increase passenger vehicle travel,** particularly in congested urbanized settings where other mobility options can be provided and where projects are shown to induce significant auto travel. These projects should generally aim to reduce VMT and not induce significant VMT growth. When addressing congestion, consider alternatives to highway capacity expansion, such as providing multimodal options in the corridor, employing pricing strategies, and using technology to optimize operations.



**Promoting compact infill development while protecting residents and businesses from displacement** by funding transportation projects that support housing for low-income residents near job centers, provide walkable communities, and address affordability to reduce the housing-transportation cost burden and auto trips.



**Developing a zero-emission freight transportation system** that avoids and mitigates environmental justice impacts, reduces criteria and toxic air pollutants, improves freight's economic competitiveness and efficiency, and integrates multimodal design and planning into infrastructure development on freight corridors.



**Protecting natural and working lands** from conversion to more intensified uses and enhance biodiversity by supporting local and regional conservation planning that focuses development where it already exists and align transportation investments with conservation priorities to reduce transportation's impact on the natural environment.

### Strategy S1. Cultivate and Accelerate Sustainable Transportation Innovation by Leading with State Investments

These actions are intended to find opportunities where the State can begin to clearly signal its commitment to funding innovative, sustainable transportation projects, while being mindful of previous commitments and projects that are well underway.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>S1.1</b> <b>Prioritize SCCP Projects to Enable Travelers to Opt Out of Congestion</b>	<ul style="list-style-type: none"> <li>Pursue update of SCCP Guidelines to further prioritize innovative sustainable transportation solutions.</li> <li>Innovative solutions should focus on reducing VMT and could include investments in transit, rail, active transportation, and highway solutions that improve transit travel times and reliability or generate revenue for VMT reducing projects.</li> </ul>	SCCP	CTC	CalSTA, CARB	Short-Term
<b>S1.2</b> <b>Promote Innovative Sustainable Transportation Solutions in SCCP by Requiring Multimodal Corridor Plans</b>	<ul style="list-style-type: none"> <li>Pursue requirement that all projects be a part of a multimodal corridor plan consistent with the CTC's Comprehensive Multimodal Corridor Plan Guidelines.</li> </ul>	SCCP	CTC	CalSTA	Short-Term
<b>S1.3</b> <b>Fast Track New CAPTI-Aligned Projects in Early Planning Phases by Adding Them to ITIP</b>	<ul style="list-style-type: none"> <li>New ITIP projects that are in alignment with the CAPTI will be added with a portion of future funding capacity.</li> <li>This will be done in collaboration with local and regional partners and be in addition to the need to continue funding for existing ITIP projects.</li> </ul>	ITIP	Caltrans	CTC, CalSTA	Short-Term
<b>S1.4</b> <b>Mainstream Zero-Emission Vehicle Infrastructure Investments within TCEP</b>	<ul style="list-style-type: none"> <li>Pursue update TCEP Guidelines to prioritize projects that improve trade corridors by demonstrating a significant benefit to improving the movement of freight and also reduce emissions by creating or improving zero emissions infrastructure either within the project.</li> </ul>	TCEP	CTC	CalSTA, CARB	Short-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

**Strategy S2. Support a Robust Economic Recovery by Revitalizing Transit, Supporting ZEV Deployment, and Expanding Active Transportation Investments**

Following the devastating impact of the COVID-19 pandemic on transit, these actions seek to enable transit's recovery and revitalize the transit system, including the deployment of ZEV transit fleets, which will ultimately be critical to our success in combatting the climate crisis. These actions also intend to expand State investments in active transportation infrastructure, the demand for which has significantly increased in many communities throughout California during the pandemic.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>S2.1 Implement the California Integrated Travel Project (Cal-ITP)</b>	<ul style="list-style-type: none"> <li>Update TIRCP Guidelines to support transit providers with implementation of contactless payment and coordination of services via Cal-ITP.</li> </ul>	TIRCP	CalSTA	Caltrans, CARB	Short-Term
<b>S2.2 Identify A Long-Term Strategic Funding Pathway Across All Funding Opportunities to Realize the State Rail Plan</b>	<ul style="list-style-type: none"> <li>Lead process to prioritize rail investments statewide for major state funding programs and future federal grant opportunities.</li> </ul>	TIRCP, SCCP, ITIP, TCEP	CalSTA	Caltrans, CTC	Short-Term
<b>S2.3 Accelerate TIRCP Cycles to Support Transit Recovery with Deployment of ZEV Transit/Rail Fleets and Transit/Rail Network Improvements</b>	<ul style="list-style-type: none"> <li>Develop new Clean Fleet/Equipment and Network Improvement Project Category in the TIRCP.</li> <li>Explore allocation strategies to accelerate TIRCP cycles.</li> </ul>	TIRCP	CalSTA	CARB, Caltrans, CTC	Short-Term
<b>S2.4 Increase Funding to Active Transportation Program (ATP)</b>	<ul style="list-style-type: none"> <li>Explore potential for additional funding for the ATP from various sources, including flexing federal funds into the Surface Transportation Block Grant Program–Transportation Alternatives Set-Aside, or redirecting funds from multiple sources.</li> </ul>	ATP	CalSTA	Caltrans, CTC	Short-Term
<b>S2.5 Convene Discussion on Sustainable Rural Transportation Solutions</b>	<ul style="list-style-type: none"> <li>Convene discussion to explore actions CalSTA can take to advance rail, transit, active transportation, and ZEV deployment in rural communities</li> </ul>		CalSTA	Caltrans	Short-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

### Strategy S3. Elevate Community Voices in How We Plan and Fund Transportation Projects

This strategy aims to create more transparent transportation planning processes, while also coordinating across state agencies to develop standards and practices for meaningful engagement and provision of technical assistance resources to those most impacted by projects, including disadvantaged communities, low-income communities, and Black, Indigenous, and People of Color (BIPOC) communities.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>S3.1</b> <b>Establish Transportation Equity and Environmental Justice Advisory Committee(s)</b>	<ul style="list-style-type: none"> <li>Establish advisory committee(s) focused on transportation equity and environmental justice issues stemming from transportation planning and programming.</li> <li>Coordinate with other state agency advisory bodies, including but not limited to CTC Equity Advisory Roundtable, CARB EJAC, CEC/CPUC SB 350 Disadvantaged Communities Advisory Group.</li> <li>Designate staffing and resources to support committee's work.</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, ATP, LPP, TCEP	CalSTA	Caltrans, CTC, CARB, HCD, SGC	Short-Term
<b>S3.2</b> <b>Strengthen and Expand Coordinated, Targeted Technical Assistance on State Transportation Funding Programs</b>	<ul style="list-style-type: none"> <li>Caltrans to evaluate existing technical assistance portfolio and identify opportunities for targeted expansion.</li> <li>Caltrans to cultivate partnerships with and build capacity of community-based organizations and residents to engage in the SHOPP and ITIP project development.</li> <li>CTC to provide ongoing technical assistance to applicants on tools, methods, and practices required for CTC funding programs.</li> <li>CTC to explore structures for ad hoc in-house TA for program applicants.</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, ATP, LPP	Caltrans, CTC	CalSTA, SGC, CARB	Short-Term
<b>S3.3</b> <b>Lift Up and Mainstream Community Engagement Best Practices</b>	<ul style="list-style-type: none"> <li>Caltrans to create community engagement playbook for planning and project development work.</li> <li>Caltrans to review existing programs, processes, and procedures to identify opportunities to strengthen community engagement.</li> <li>Caltrans to explore leveraging existing contracts to strengthen partnerships with community-based organizations.</li> <li>CTC to host workshops to identify best practices for meaningful community engagement for inclusion in program guidelines.</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, ATP, LPP	Caltrans, CTC	CalSTA, SGC, CARB	Short-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

Strategy S3. Elevate Community Voices in How We Plan and Fund Transportation Projects  
(Continued)

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<p><b>S3.4</b></p> <p><b>Develop and Utilize Equity Index to Assist in Evaluation or Prioritization of Caltrans Projects</b></p>	<ul style="list-style-type: none"> <li>Develop an Equity Index tool to assist in the evaluation of Department projects.</li> <li>Develop and roll out training to Caltrans staff on utilizing Equity Index.</li> </ul>	<p>SHOPP, ITIP, TIRCP, SCCP</p>	<p>Caltrans</p>	<p>CalSTA, CTC, CARB, CDPH, SGC, OPR</p>	<p>Short-Term</p>

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

### Strategy S4. Advance State Transportation Leadership on Climate and Equity through Improved Planning & Project Partnerships

These actions outline Caltrans' commitment to change the types of projects it will fund, nominate, and sponsor, as well as how it analyzes project benefits and impacts. This fundamental shift will advance critical climate considerations in transportation, while also working towards eliminating inequities in the transportation system. These actions intend to align the department's planning efforts with the CAPTI Investment Framework, while lifting up regions in the state with fewer resources.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>Develop and Implement the Caltrans Strategic Investment Strategy (CSIS) to Align Caltrans Project Nominations in with the CAPTI Investment Framework</b>					
S4.1	<ul style="list-style-type: none"> <li>Develop CSIS to guide project nominations.</li> <li>Implement CSIS for Caltrans-only and Caltrans-partnered project nominations.</li> </ul>	SHOPP, ITIP, TIRCP, SCCP	Caltrans	CalSTA, CTC	Short-Term
<b>Align Interregional Transportation Strategic Plan 2021 (ITSP) with CAPTI Investment Framework</b>					
S4.2	<ul style="list-style-type: none"> <li>Update 2021 ITSP with meaningful integration of CAPTI Investment Framework and Administration's Regions Rise Together effort.</li> </ul>	ITIP	Caltrans	CalSTA	Short-Term
<b>Update the 2023 State Highway System Management Plan (SHSMP) to Meaningfully Advance CAPTI Investment Framework</b>					
S4.3	<ul style="list-style-type: none"> <li>Update 2023 SHSMP with meaningful integration of CAPTI Investment Framework.</li> <li>Update the 2023 SHSMP's SHOPP and Maintenance Investment Strategies and Performance Outcomes to align with CAPTI Investment Framework.</li> <li>Update will include following approaches or considerations, at a minimum: active transportation, climate resiliency, nature-based solutions, greenhouse gas emission reduction, climate smart decision-making.</li> <li>Incorporate roadside land management activities related to wildfire prevention into the SHSMP, such as prescribed and managed fire, and other strategies aligned with the California Forest Carbon Plan and the Draft Natural and Working Lands Implementation Plan.</li> </ul>	SHOPP	Caltrans	CalSTA	Medium-Term

Note: All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

**Strategy S4. Advance State Transportation Leadership on Climate and Equity through Improved Planning & Project Partnerships**  
(Continued)

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<p><b>Re-focus Caltrans Corridor Planning Efforts to Prioritize Sustainable Multimodal Investments in Key Corridors of Statewide and Regional Significance</b></p> <p><b>S4.4</b></p>	<ul style="list-style-type: none"> <li>• Provide direction to Caltrans Districts on identifying key corridors of statewide and regional significance.</li> <li>• Require corridor planning efforts to prioritize sustainable multimodal investments.</li> <li>• Update Caltrans Corridor Planning Guide and CTC Comprehensive Multimodal Corridor Plan Guidelines accordingly.</li> <li>• Support the development of innovative safety solutions based on the safe systems approach that advance sustainable transportation modes, particularly for rural communities.</li> </ul>	SHOPP, ITIP, SCCP	Caltrans	CalSTA, CTC	Medium-Term
<p><b>Develop and Implement Caltrans Climate Action Plan (CCAP)</b></p> <p><b>S4.5</b></p>	<ul style="list-style-type: none"> <li>• Develop Caltrans Climate Action Plan aligned with CAPTI Investment Framework.</li> <li>• Establish baseline and reduction targets from all sources—including from use of the state highway system and internal operations—for greenhouse gas emissions (GHG).</li> <li>• Establish baseline and reduction targets from all sources—including from use of the state highway system and internal operations—for vehicle miles traveled (VMT).</li> <li>• Establish mode share targets for passenger travel.</li> <li>• Explore use of Sustainability Rating System for use on all Caltrans projects.</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, ATP	Caltrans	CalSTA	Medium-Term
<p><b>Incorporate Zero-Emission Freight Infrastructure Needs in California Freight Mobility Plan (CFMP)</b></p> <p><b>S4.6</b></p>	<ul style="list-style-type: none"> <li>• Update CFMP and project list to incorporate zero-emission freight infrastructure needs.</li> <li>• Analyze CFMP project impacts and mitigations for environmental justice communities.</li> </ul>	TCEP	Caltrans	CalSTA, CARB	Short-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.



**Strategy S5. Support Climate Resilience through Transportation System Improvements and Protections for Natural and Working Lands**

Impacts from climate change have the potential to restrict or impede travel in the state and have huge monetary implications for the state's fix-it-first approach. This strategy's actions will incorporate climate risk assessment as a standard practice in the transportation project development process in order to proactively work toward creating a more resilient transportation system.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>S5.1 Develop Climate Risk Assessment Planning and Implementation Guidance</b>	<ul style="list-style-type: none"> <li>Update OPR Climate Risk Assessment Guidance.</li> <li>Collaborate to integrate climate risk guidance into Caltrans planning and project delivery processes.</li> <li>Integrate Caltrans' District Climate Change Vulnerability Assessments and District Adaptation Priorities Reports in implementation guidance.</li> </ul>	SHOPP, ITIP	Caltrans/ when multiple lead agencies, OPR	CalSTA CNRA	Short-Term
<b>S5.2 Update SHOPP and SB 1 Competitive Program Guidelines to Incentivize Climate Adaptation and Climate Risk Assessments/Strategies</b>	<ul style="list-style-type: none"> <li>CalSTA and CTC will evaluate OPR/Caltrans Climate Risk Assessment Planning and Implementation Guidance and pursue inclusion in SHOPP, TIRCP, and SB 1 Competitive Program Guidelines.</li> </ul>	SHOPP, SCCP, TCEP, LPP	CTC	CalSTA Caltrans	Medium-Term
<b>S5.3 Explore Incentivizing Land Conservation through Transportation Programs</b>	<ul style="list-style-type: none"> <li>Evaluate Natural and Working Lands Climate Smart Strategy concepts for inclusion in next scheduled updates to Regional Transportation Plan and SB 1 Competitive Program guidelines.</li> </ul>	SCCP, TCEP, LPP	CTC	CalSTA, CNRA, CARB, OPR, SGC	Medium-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

## Strategy S6. Support Local and Regional Innovation to Advance Sustainable Mobility

To address the various challenges and barriers to the implementation of Sustainable Community Strategies, this strategy identifies key actions to support the implementation of regional and local planning efforts that align with the framework, with a focus on finding a pathway to implementation for roadway pricing efforts and SB 743 VMT mitigation.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>S6.1</b> <b>Explore New Mechanisms to Mitigate Increases in Vehicle Miles Travelled (VMT) from Transportation Projects</b>	<ul style="list-style-type: none"> <li>Collaborate with local and regional transportation agencies to develop new mechanisms for viable VMT mitigation options for highway capacity projects, particularly with equity and land conservation in mind.</li> <li>Explore statewide and regional VMT mitigation bank concept.</li> <li>Evaluate feasibility and explore potential expansion of Advanced Mitigation Program to include GHG/VMT mitigation.</li> </ul>		Caltrans	CalSTA, CARB, CTC, HCD	Medium-Term
	<ul style="list-style-type: none"> <li>Convene a working group consisting of state agencies and local and regional partners to provide state support to local and regional efforts already underway.</li> <li>Create an inventory of various ongoing efforts across the state</li> <li>Outline state and federal statutory and administrative opportunities and barriers to equitable implementation of various roadway pricing applications currently under consideration by local and regional partners, including but not limited to cordon pricing, congestion pricing, and other dynamic pricing tools.</li> </ul>		CalSTA/ Caltrans	CTC, CARB, OPR, SGC	Short-Term
<b>S6.2</b> <b>Convene a Roadway Pricing Working Group to Provide State Support for Implementation of Local and Regional Efforts</b>					
<b>S6.3</b> <b>Develop Interagency Framework for Project Evaluation Around Advancing Sustainable Communities Strategies</b>	<ul style="list-style-type: none"> <li>Convene interagency working group of state and regional agencies, including the State Agency MPO Workgroup.</li> <li>Develop a framework (e.g., rubric, checklist, or other guidance) for assessment of a projects ability to advance the SCS</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, TCEP, LPP, ATP	CARB, SGC	CalSTA, Caltrans, CTC, HCD, OPR	Medium-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.

## Strategy S7. Strengthen Transportation-Land Use Connections

In order to simultaneously address California's housing crisis while reducing VMT, these actions seek to ensure that transportation programming dollars help incentivize smart housing and conservation policies and decisions, while also supporting the creation of infill development.

Action	Description	Program(s) Impacted	Lead Agency	Support Agencies	Time Frame
<b>S7.1</b> <b>Leverage Transportation Investments to Incentivize Infill Housing Production</b>	<ul style="list-style-type: none"> <li>Explore and identify opportunities in transportation funding programs to incentivize pro-infill housing policies and to expand upon recent successes of programs such as the Affordable Housing and Sustainable Communities (AHSC) program</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, TCEP, LPP, ATP	CalSTA	CTC, Caltrans, HCD, CARB	Short-Term
<b>S7.2</b> <b>Create Working Group to Explore Potential Action to Address Direct and Indirect Displacement in Transportation Programs</b>	<ul style="list-style-type: none"> <li>Convene interagency working group to explore actions to enable transportation programs to incentivize anti-displacement strategies within their funding frameworks.</li> </ul>	SHOPP, ITIP, TIRCP, SCCP, TCEP, LPP, ATP	CalSTA	Caltrans, CTC, CARB, HCD, SGC, OPR	Short-Term
<b>S7.3</b> <b>Explore a "Highways to Boulevards" Conversion Pilot Program</b>	<ul style="list-style-type: none"> <li>Identify locally nominated candidate locations for pilot program.</li> <li>Develop feasibility study for Highway to Boulevards Conversion Pilot Program.</li> <li>Integrate anti-displacement strategies as part of pilot program concept.</li> </ul>	SHOPP, ITIP	CalSTA	Caltrans, HCD, OPR, SGC	Medium-Term

**Note:** All actions related to the CTC are recommendations that would be introduced into the appropriate CTC program guidelines development process for consideration.



April 26, 2021

**To:** MCOG Board of Directors  
**From:** Janet Orth, Deputy Director / CFO  
**Subject:** Consent Calendar of May 3, 2021

The following agenda items are recommended for approval/action.

10. Approval of April 5, 2021 Minutes – *attached*
11. Acceptance of MCOG 2019/20 Fiscal Audit– MCOG received a clean audit as usual.  
– *Staff report and audit report attached*
12. Adoption of Resolution Approving Mendocino Transit Authority's Grant Application for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program - Annual Regional Apportionment for Transit Operating Assistance – This is a routine matter annually, requiring MCOG's approval. Mendocino Transit Authority is eligible for these funds, and staff finds that MTA meets program requirements. The estimated apportionment available to Mendocino County for FFY 2021 is \$552,134.  
– *Staff report and resolution are attached.*



# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda #10**  
Consent Calendar  
MCOG Meeting  
5/03/2021

## MINUTES

Monday, April 5, 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** – 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. [Clerk's note: the Public Appointee seat was vacant.]

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; 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. Convene as RTPA**

**3. Recess as RTPA – Reconvene as Policy Advisory Committee**

**4. Public Expression** – None.

**5. Presentation: Gualala Downtown Streetscape Enhancement Project.** Ms. Barrett gave a brief overview of the project, describing the area characteristics and explaining that there are various alternatives in the plan. Frank Demling, Caltrans Project Manager; Eliza Walker, Caltrans Senior Environmental Planner; and Elias Karam, Caltrans Design Senior were present to give a slide presentation and to help answer questions. The initial construction project was described as well as alternatives 4A and 4B.

Ms. Barrett then shared the results of the public survey. There were 189 total responses, 89.4% of which were South Coast residents. Full results are available on the Caltrans website. She went on to give a breakdown of the project funding available.

In Board discussion, Director Haschak commented on the lengthy decision process, and Director Gjerde asked clarifying questions about funding. Ms. Barrett explained that \$3 million of the project has been funded, while another \$4 million remains unfunded. Following a question from Director Albin-Smith, Ms. Barrett informed the board that new funding will be available from HR 133, the federal Coronavirus Response & Relief Supplemental Appropriations Act (CRRSAA).

The Chair then opened public comment.

- Tom Murphy, Vice Chair of the Gualala Municipal Advisory Council, expressed his support of the project due to safety needs and suffering businesses, urging action. He provided photos to demonstrate potential parking zones in the area.
- John Bower of Gualala expressed concern over the need for parking spaces in Gualala, describing status of his property in the project area.
- Dave Shpak of Gualala urged the Board to take action and move the project along, to complete environmental and design phases for shovel-ready funding opportunities.

- George Provencher of Gualala called for priority on funding and completion of design, stating people would adjust to the best recommendation based on all input.

Further Board discussion included:

- How far can the project progress before receiving the full amount of funds? (Brown) – The Right of Way component can be started while construction funding is being secured.
- Can the Board give direction to choose a certain option? (Brown) – Yes, the project should be ready for a decision in late summer or early fall.
- Was the ATP grant application scored, and what can be done to improve the score in the future? (Gjerde) – Yes, some tips included additional promotion through public outreach and adding non-infrastructure components, among other things.
- Encouragement to Gualala with this long-term project; Willits waited 50 years for its bypass, opened several years ago. (Kanne)

The item was not agendized for action at this meeting; no action was taken.

## 6. Executive Committee Recommendations of February 25, 2021

- a. Draft FY 2021/22 Regional Transportation Planning Agency (RTPA) Budget. Ms. Orth gave an overview of the Executive Committee’s budget meeting. She referred to the provided draft budget, one of two options the committee recommended as drafted by staff, for further development during the annual budget process. Actual Local Transportation Fund sales tax revenues for FY 2019/20 topped \$4 million for the first time and are projected to go higher in the year ahead. The County Auditor’s 2021/22 estimate of LTF sales tax revenue is \$4,525,780. 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. Transit would be the beneficiary of the increase in revenue under this proposal, as Administration and Planning are not requesting more funds. Allocations from other sources for the Transportation Planning Overall Work Program (OWP) are as recommended by staff and Technical Advisory Committee. Total revenues from all sources are estimated at approximately \$9.3 million to date, All MCOG program allocations are recommended at \$1.3 million. The total balance available for public transit comes to over \$7 million including federal CARES Act funds. The May Council meeting will include a budget workshop, and the final budget will be on the June agenda for adoption. This report was for information only; no action was taken.

- b. Approval of Extensions to Professional Services Agreements through September 30, 2022

- i. Administration & Fiscal Services – Dow & Associates

- ii. Planning Services – Davey-Bates Consulting

Ms. Barrett explained that Dow & Associates and Davey-Bates Consulting contracts with MCOG are for a five-year period with five one-year extensions; the current extension of contracts will expire in September 2021. In discussion, Director Kanne asked about procedures following the extension limit and suggested starting to plan now for the next contracts procurement. Ms. Barrett suggested allowing at least one year, and noted that MCOG staff could not be involved in that process due to the conflict of interest.

**Upon motion** by Director Haschak, second by Director Kanne, 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 existing contracts for Administration & Fiscal Services and Planning Services are extended for one year.

## 7. Technical Advisory Committee Recommendations of March 17, 2021

- a. Approval of Amendment to 2020 Regional Transportation Improvement Program (RTIP). Mr. Sookne reported that, 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 queueing 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. Staff supports the City's request to modify the existing programming for this project. At their March 17 meeting, the TAC recommended approval of this RTIP amendment. The Project Programming Request (PPR) for the RTIP amendment was provided in the agenda packet. To adhere to the California Transportation Commission's preparation schedule, MCOG staff submitted the STIP amendment to Caltrans on March 15. Director Brown noted that the topic came before the City Council, and there was a unanimous decision to move forward with the new design.

**Upon motion** by Director Kanne, second by Director Ignacio, 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 amendment to the 2020 Regional Transportation Improvement Program is approved.

- b. Approval of Fourth Amendment to Fiscal Year 2020/21 Transportation Planning Overall Work Program (OWP). Ms. Barrett referred to Ms. Pedrotti's staff report. She reported that the fourth amendment came at the request of the City of Ukiah, and that its purpose is to reprogram unexpended planning funds. She reviewed the list of work elements as their funding would be utilized in the new fiscal year. The amendment would reallocate the City's \$45,000 of Local Transportation Funds (LTF) in Work Element 12, from Sidewalk Maintenance and ADA Curb Ramp Inventory to a new project, Trench Cut Fee Study and Implementation Services.

**Upon motion** by Haschak, second by 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 Fourth Amendment to the FY 2020/21 OWP is approved as recommended by the Technical Advisory Committee, and the Executive Director is authorized to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

**8. Discussion/Direction: Coronavirus Response & Relief Supplemental Appropriations Act (HR 133) Funding Distribution to Local Agencies.** Ms. Barrett explained that California's apportionment of the funding is \$911.8 million. The CTC approved a distribution based 50% on the Surface Transportation Block Grant (STBG) formula and 50% on the State Transportation Improvement Program (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 Planning, Programming & Monitoring of \$59,907). 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. 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. Staff anticipated presenting a recommendation from the TAC for Board approval in May, before the CTC's adoption of a mid-cycle STIP at their June 23 meeting. Following a question from Director Haschak, Ms. Barrett explained that no projects would be negatively impacted by the formula distribution method of funding.

**Upon motion** by Haschak, second by 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 staff is directed to develop formula funding scenarios to grant CRRSAA funding to local agencies for review and recommendation by the Technical Advisory Committee and adoption by the Council at a future meeting.

**9. Consideration of Letter Opposing Assembly Bill 786.** Ms. Barrett reported that she had drafted a letter in opposition to Assembly Bill 786, which would require the Executive Director of the California Transportation Commission (CTC) to be appointed by the Governor. She explained that appointments of commissioners are political, while staff is hired by the commission based on qualifications, so are bipartisan and independent. This bill could degrade that impartiality. She predicted that a director appointed by the Governor might not voice the needs of rural agencies and cause them even more struggle to attain funds.

**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 staff will send the letter of opposition to Assembly Bill 786.

**10. Annual Appointment to Standing Committees: California Association of Councils of Governments (CALCOG) – continued from February 1, 2021.** After a brief review of duties, Director Haschak volunteered to be the Alternate attendee for CALCOG and was nominated by Director Ignacio. **Upon motion** by Ignacio, second by 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 Director Haschak is nominated as the CALCOG Alternate Delegate.

**11-14. Consent Calendar.** Upon motion by Brown, second by Kanne, 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.

**11. Approval of February 1, 2021 Minutes - as written**

**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**

**Resolution No. M2020-04 - Amended**

Allocating Fiscal Year 2020/21 Funds and  
2019/20 Carryover Funds for Administration,  
Planning and Reserves

(Reso. #M2020-04 as amended is incorporated herein by reference)

**13. Approval of February 25, 2021 Executive Committee Minutes - as written**

**14. Acceptance of 2019/20 Fiscal Audit of Mendocino Transit Authority - MTA received a clean audit**

**15. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee.** Upon motion by Ignacio, second by Haschak, 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.

**16. Reports - Information**

- a. Caltrans District 1 – Projects Update and Information. Director Jackman stated he would come to the next meeting with new information on the Blosser Lane project. The Chair expressed appreciation toward the amount of active projects Caltrans had listed.
- b. Mendocino Transit Authority. No report.

- c. North Coast Railroad Authority. Director Haschak reported that the NCRA is holding quarterly meetings, and reported the transition to a new board for the Great Redwood Trail forming soon, replacing NCRA according to legislation. Senator McGuire's SB 1029 (NCRA Closure and Transition to Trails Act of 2018) will turn the NCRA into the Great Redwood Trail Agency headed by the Senate Transportation Committee on April 13. The bill will transfer NCRA funds to Sonoma-Marin Area Rail Transit (SMART).
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written staff report.
- e. MCOG Administration Staff
  - i. *April 15, 2021 – Mendocino Express Corridor Virtual Ribbon Cutting Ceremony*. Ms. Orth reported that ChargePoint Inc., in partnership with MCOG, now has installed electric vehicle fast charging stations in Laytonville, Ukiah, Cloverdale and Santa Rosa, completing a five-year project funded by a grant from the California Energy Commission. Another grant was awarded to Recargo, Inc.'s project, with sites in Leggett, Willits and Hopland. She invited all to attend the online statewide celebration, where she will represent MCOG on a speaker panel. In response to a question from Director Albin-Smith, the grant funded sites on the 101 corridor, while new sources have funded other charging locations in Mendocino County. Further discussion ensued.
  - ii. *California Transportation Foundation (CTF) Forum, March 16, 2021*. Ms. Orth reported that some topics of discussion included investing in disadvantaged communities, electrifying rail, differences between transportation bills and infrastructure bills, climate, equity, safety, transit and economic recovery. The work of President Biden's transition team and Caltrans' strategic plan were highlighted. Director Albin-Smith added that the people who need public transportation the most were impacted most by the pandemic.
  - iii. *Miscellaneous*. Ms. Barrett reported that \$2 million of Complete Streets funding was acquired for the Covelo SR 162 Corridor Multi-Purpose Trail project.
  - iv. *Next Meeting Date - Monday, May 3, 2021*. Agenda highlights are a Virtual Transportation Tour of Ukiah Area, Coordinated Plan Adoption, and Budget Workshop.
- f. MCOG Planning Staff
  - i. *2022 Regional Transportation Plan/Action Transportation Update – Outreach through Social Pinpoint*. Ms. Ellard reported that staff aims to bring the draft plan to the Board in December. She added that staff is using the new outreach tool known as Social Pinpoint, which has provided considerable public feedback.
  - ii. *Miscellaneous*. None.
- g. MCOG Directors. None.
- h. California Association of Councils of Governments (CALCOG) Delegates. Director Albin-Smith briefly noted the annual Regional Leadership Forum of March 22-23.

**17. Adjournment.** The meeting was adjourned at 3:56 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant





# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 11**  
Consent Calendar  
MCOG Meeting  
5/3/2021

## STAFF REPORT

**TITLE:** Acceptance of 2019/20 MCOG Fiscal Audit

**SUBMITTED BY:** Janet Orth, Deputy Director/CFO

**DATE:** 4/22/2021

### BACKGROUND:

The final audit report for the year ended June 30, 2020 has been completed by the independent CPA, R. J. Ricciardi, Inc., of San Rafael. Once again, MCOG has received a favorable and compliant audit. There were no current or prior-year observations for management concerning internal controls. All previous recommendations have been implemented.

Occasionally in past years, the Executive Committee has reviewed the audit report prior to acceptance by the full Council. This year, no issues arose in the audit report. Formerly, it was agreed that with no findings or recommendations by the auditor, the committee did not need to convene for that purpose.

MCOG has 15 separate funds in a trust account held in the County treasury. The audit report, i.e. the “Basic Financial Statements,” classifies them in certain ways and, according to standards, is not allowed to state a combined fund balance. I have summarized totals here for your reference, only to show the extent of assets for which MCOG is responsible.

Governmental Funds or “Special Revenue Funds” for Programs	Net Position	\$ 517,760
Trust and Agency Funds or “Fiduciary Fund Types”	Net Position	5,162,067
	<b>TOTAL</b>	<b>\$ 5,679,827</b>

The financial statements (considered a trial balance) are produced by staff (myself) on an accrual basis and audited by the independent CPA. The funds are held in the County Treasury and controlled by the County Auditor. MCOG’s data is verified by the County’s records. For the past nine years, this has proved to be an efficient system and is functioning well.

### ACTION REQUIRED:

Accept the audited Basic Financial Statements and Management Report.

**ALTERNATIVES:** I would be glad to answer any questions if the Council wishes to pull this item off the Consent Calendar for discussion. In any case, I must transmit the statements to the State Controller as required, as soon as practical by June 30 each fiscal year.

### RECOMMENDATION:

Accept the audited Basic Financial Statements and Management Report for the fiscal year ended June 30, 2020 as prepared by R. J. Ricciardi, Inc., Certified Public Accountants.

Enclosures: Audited Basic Financial Statements and Management Report





## MENDOCINO COUNCIL OF GOVERNMENTS

### STAFF REPORT

**Agenda # 12**  
Consent Calendar  
MCOG Meeting  
5/3/2021

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**TITLE:** Approval of Mendocino Transit Authority's Grant Application for  
Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program  
- Annual Regional Apportionment for Transit Operating Assistance

**SUBMITTED BY:** Janet Orth, Deputy Director / CFO

**DATE PREPARED:** 4.26.2021

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#### BACKGROUND:

As an annual matter, Mendocino Transit Authority (MTA) will apply to Caltrans for funds available under the Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program for Federal Fiscal Year 2021. The estimated amount available is **\$552,134** (up 3.8%). This amount is Mendocino County's regional apportionment. Applications are due April 30, 2021.

MAP-21 legislation amended eligible recipients to include a State or Indian tribe that receives a federal transit program grant directly from the FTA. A subrecipient of the program includes a State or local governmental authority, a non-profit organization, or an operator of public or private transportation or intercity bus service that receives federal transit program grant funds. (We assume this follows under the current FAST Act.)

MTA would be a "subrecipient." The proposed "project" consists of transit operations that the program is meant to assist in rural areas. We are not aware of any other claims. Note that MTA is the designated Consolidated Transportation Services Agency for the region.

Executive Director Barrett's signature represents MCOG's certification that the regional agency has approved, by resolution, the programming of these funds for MTA and that MTA complies with certain standard requirements related to local funding match availability, coordination with other transportation service providers, and STIP requirements.

This has been considered a routine item with no reason to withhold support. Also note that when allocating Local Transportation Funds, the Transportation Development Act (TDA) requires a finding by MCOG of whether MTA is making full use of available federal funds.

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#### ACTION REQUIRED:

Adopt the resolution to program these funds for MTA's Operating Assistance. The certification document, as part of the application, includes a statement that the regional agency has approved, by resolution, the programming of funds for this project. The Executive Director is able to certify the other two assurances. (Certification statements are available on request.)

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#### ALTERNATIVES:

If MCOG does not approve this action, MTA will not receive the federal operating assistance for which they are eligible. If another eligible recipient or subrecipient were to make a claim under this year's program, a decision would need to be made at a subsequent meeting.

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#### RECOMMENDATION:

Adopt the attached resolution approving the programming of MCOG's FFY 2021 regional apportionment of FTA Section 5311 transit operating assistance funds and authorizing the Executive Director's signature on the certification documents for MTA's application.

# MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2021-\_\_\_\_

## APPROVING THE PROGRAMMING OF FTA SECTION 5311 NON-URBANIZED PROGRAM FUNDS FOR MENDOCINO TRANSIT AUTHORITY OPERATING ASSISTANCE

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- The estimated regional apportionment of Federal Fiscal Year 2021 funding from the Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program is \$552,134;
- Mendocino Transit Authority (MTA) intends to apply for the purpose of assisting its transit operations; and
- MTA is an eligible applicant for these funds in the region and is able to meet the requirements of the Section 5311 program; and
- The program application requires certification that MCOG, as the transportation planning agency, has approved by resolution the programming of funds for this project; therefore, be it

RESOLVED, THAT:

MCOG approves the programming of its estimated regional apportionment of FTA Section 5311 funds in the amount of \$552,134 for FFY 2021, or of its final regional apportionment amounts when issued, for Mendocino Transit Authority operating assistance and the Executive Director is authorized to sign the required documents and certifications.

ADOPTION OF THIS RESOLUTION was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved on this 3rd day of May, 2021, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

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

\_\_\_\_\_  
ATTEST: Nephela Barrett, Executive Director

\_\_\_\_\_  
MCOG Chair





**MENDOCINO COUNCIL OF GOVERNMENTS  
STAFF REPORT**

**Agenda #14d**  
Reports  
MCOG Meeting  
5/03/2021

**TITLE:** Summary of Meetings

**DATE PREPARED:** 4/26/21

**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
4/07/2021	Caltrans District 1 Complete Streets Forum Series	Barrett & Ellard
4/08/2021	California Transportation Commission (CTC)/California Air Resources Board (CARB)/Housing Community Development (HCD)	Barrett, Davey-Bates & Orth
4/08/2021	Covelo Project Development Team Meeting	Barrett & Sookne
4/12/2021	SB 231 Meeting with Melissa White	Barrett & Ellard
4/14/2021	RTP Meeting	Barrett, Ellard & Sookne
4/14/2021	CalCOG AB 101 REAP Monthly Meeting	Barrett
4/14/2021	Caltrans District 1 Complete Streets Forum Series	Barrett & Ellard
4/15/2021	ChargePoint California EV Charging Corridors Celebration	Orth & Ellard
4/16/2021	Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Guidelines Workshop	Barrett, Casey & Sookne
4/16/2021	North State Street Ukiah Project Meeting	Barrett & Sookne
4/19/2021	Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Guidelines Workshop	Barrett, Casey & Davey-Bates
4/19/2021	North State Electric Vehicle Infrastructure Group	Orth
4/19/2021	COG Director Association of California (CDAC) Meeting	Barrett
4/20/2021 – 4/22/2021	CalACT Spring Conference	Sookne
4/20/2021	MOVE 2030 Action Team	Barrett
4/20/2021	Climate Action Plan for Transportation Infrastructure (CAPTI) Workshop	Barrett
4/21/2021	MCOG Technical Advisory Committee (TAC) Meeting	Barrett, Casey, Ellard, Sookne
4/22/2021	REMI Webinar "Biden's \$3 Trillion Infrastructure Plan"	Orth & Casey
4/22/2021	Big MAC Meeting	Barrett
4/23/2021	Mendocino Project Status Meeting	Barrett & Sookne
4/23/2021	CAPTI Workshop	Barrett
4/26/2021	MCOG Local Roads Safety Program (LRSP) Meeting	Barrett & Ellard
4/26/2021	MCOG Transit Productivity Committee Meeting	Orth, Barrett & Galliani
4/27/2021	RTP Progress Meeting	Barrett, Davey-Bates, Ellard & Sookne
4/28/2021	Caltrans District 1 Complete Streets Forum Series	Ellard
4/28/2021	Mendocino Transit Authority Meeting	Sookne
4/29/2021	Veloz Webinar - AB 1236 EV Permit Ordinances	Orth

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 #14f**  
Reports  
MCOG Meeting  
5/03/2021

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**TITLE:** Regional Transportation Plan/Active Transportation Plan 2022 Update      **DATE PREPARED:** 04/19/21

**SUBMITTED BY:** Loretta Ellard, Deputy Planner

**MEETING DATE:** 05/03/21

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**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 prepared and distributed materials to advertise the availability of a transportation survey and interactive mapping tools on MCOG's website, through a virtual public outreach tool (Social Pinpoint). Board members, as well as community members, are encouraged to provide input on transportation issues by using this tool at: <https://www.mendocinocog.org/regional-transportation-plan-rtp-active-transportation-plan-2022-update>

Online responses received as of April 19 are as follows: 54 unique stakeholders; 24 comments; 48 survey responses; and 11 budget responses. Compared to in-person RTP workshops that do not historically attract large audiences, these numbers reflect above average participation. We will redistribute the flyer and press release in the next few weeks to try to attract additional respondents during this initial round of outreach. Other outreach has included a presentation to Mendocino County tribes at a Caltrans District 1 quarterly tribal meeting, and a recorded informational presentation posted on the County's YouTube channel and on MCOG's website. We will continue to look for additional opportunities to gain public input.

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.

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**ACTION REQUIRED:** Information only.

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**ALTERNATIVES:** N/A.

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**RECOMMENDATION:** Information only.

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