

## MINUTES

### MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

November 20, 2019  
MCOG Conference Room

#### **Members Present**

Rick Seanor, City of Ukiah  
Richard Shoemaker, City of Point Arena  
Alicia Meier, County DOT  
Dusty Duley, City of Willits  
Rex Jackman, Caltrans (*for Tasha Ahlstrand*)

#### **Members Absent**

Mitch Stogner, NCRA (*Non-Voting*)  
Jesse Davis, County DPBS  
Barbara Moed, AQMD  
Jacob King, MTA  
Tom Varga, City of Fort Bragg

#### **Staff & Others Present**

Nephele Barrett, MCOG Administration  
Lisa Davey-Bates, MCOG Planning  
Loretta Ellard, MCOG Planning  
James Sookne, MCOG Planning  
Danielle Casey, MCOG Administration  
Andrew Stricklin, City of Ukiah  
Valency Fitzgerald, Caltrans  
Richard Mullin, Caltrans  
Talitha Hodgson, Caltrans

1. **Call to Order/Introductions** – Nephele called the meeting to order at approx. 10:05 a.m. Self-introductions were made.
2. **Public Expression** – None.
3. **Input from Native American Tribal Governments' Representatives** – This is a standing agenda item to allow input from tribal representatives. There were no tribal representatives present.
4. **Approval of 10/16/19 Minutes** – Motion by Alicia Meier, seconded by Rick Seanor, and carried unanimously, to approve the minutes of 10/16/19.
5. **Presentation by Caltrans – State Highway Operation and Protection Program (SHOPP) Project and Program Development Collaboration**- Talitha Hodgson and Valency Fitzgerald, Caltrans District One staff, gave a PowerPoint presentation and overview on development of the 2020 State Highway Operation and Protection Program (SHOPP) and several SB 1 funding programs. They distributed handouts on 2020 SHOPP candidate projects and 2022 PID (Project Initiation Documents) nominations, and advised that Caltrans would like to coordinate state priorities with local priorities.

They, along with Richard Mullin and Rex Jackman, Caltrans District One staff, reviewed the SHOPP management process and 2020 SHOPP candidate project list, and 2022 PID nominations and project nomination process, and advised that there are multiple opportunities for agency input. The SHOPP is a ten-year plan, and project nominations and needs assessment occurs in

March of odd-numbered years, with programming in the following October. SHOPP quarterly reports are posted on Caltrans' website.

Caltrans representatives discussed needs assessment and statewide performance goals, and SB 1 programs including Solutions for Congested Corridors, Trade Enhancement and Goods Movement, explaining that most of the funding is focused on urban areas, but there are some opportunities for rural areas. They addressed the upcoming ATP Cycle 5, stating that Caltrans is an eligible ATP applicant but has not been successful in the past, so they would prefer to partner with others as applicants. They have identified potential ATP candidate projects (including Haul Road resurfacing, north of Fort Bragg).

They recommended that agencies keep bike and pedestrian plans updated, communicate multimodal needs to Caltrans, and keep Caltrans informed of future projects adjacent to the State system. The schedule for SB 1 project nominations is March of odd years, with PID development starting in July of odd years, and programming in the following October. There will be a four week request to RTPAs for input, and although a formal policy for input currently does not exist, one is being developed. It was noted that a PID for the North State Street ramps project was completed in the last cycle, and Caltrans is now looking for funding.

Nephele thanked the Caltrans representatives for the informational presentation.

**6. Local Roadway Safety Plan (LRSP) Requirements for Highway Safety**

**Improvement Program (HSIP)** – James advised that Highway Safety Improvement Program (HSIP) funding is available to assist local agencies with developing Local Roadway Safety Plans (LRSP). Beginning with HSIP Cycle 11 (around April 2022) an LRSP will be required for an agency to be eligible to apply for HSIP funds. Nephele advised that there is new legislation (SB 137) that allows federal HSIP funds to be exchanged for state funds.

James explained that up to \$72,000 per applicant is available (on a first come, first served basis) to assist agencies in preparing their LRSPs. If MCOG requests the funding, it will be limited to \$72,000, but if local agencies apply for funding, they may be awarded up to \$72,000 each. A discussion ensued regarding the possibility of having each agency apply for the funds, and then having MCOG administer one contract to do separate plans for all entities, and how this would work. Issues discussed included whether the funds would be received up front or on a reimbursement basis. Agencies would have 36 months to complete the project once money is allocated, so there would need to be coordination of the allocation date.

During discussion, agencies were encouraged to apply separately for the funds. James offered to send out the link to the application, and said he would look into cost information.

**7. 2020 Regional Transportation Improvement Program (RTIP)/State Transportation Improvement Program (STIP) (Review & Recommendation)** – James and Nephele reported on this item, noting that the TAC's RTIP funding recommendation (from the October TAC meeting) was presented to MCOG at their November board meeting.

MCOG Board members had no comments on the RTIP funding recommendation; however, there were some questions from the Ukiah representative on the Bush/Low Gap roundabout. Rick Seanor advised that the related traffic study should go to the Ukiah City Council in a couple of months. Nephele advised that once the results of the traffic study are available, if there is a change in direction regarding the roundabout, a decision would need to be made by the City Council as soon as possible.

James distributed and reviewed the proposed programming schedule changes. He and Nephele reviewed the various components of the RTIP, which had been prepared using the required template. The final RTIP document will also include the maps, schedule table, and PPRs (Project Programming Report), and will be adopted by resolution. The 2020 RTIP is due December 15, and will be considered by MCOG at the December 2 meeting.

**Motion by Richard Shoemaker, seconded by Rick Seanor, and carried unanimously, the TAC recommends that MCOG adopt the 2020 Regional Transportation Improvement Program (RTIP) with the revised schedule changes, and with the addition of appendices.**

**8. Staff Reports**

8a. SB 137 (Dodd) – Federal Transportation Funds: State Exchange Programs – Nephele noted this legislation which allows federal funds to be exchanged for State funds.

8b. Housing – Planning Grants – Nephele said she’s received no updates, but thought the guidelines would have been received from Housing and Community Development (HCD) by now. HCD should be reaching out directly to planning departments, but she will let members know if she receives any information. She believes the deadline is in January for local agencies to apply for these grants.

8c. SB 743/Vehicle Miles Traveled – Regional Baseline Study – Loretta reported that the consultant is working on this project, and staff recently participated in the monthly status call. She advised that there will be a Technical Advisory Group (TAG) meeting scheduled in conjunction with the December 18 TAC meeting. (*The TAG will meet even if there is no December TAC meeting.*)

8d. Fire Vulnerability Assessment & Fire Evacuation Preparedness Plan – Nephele gave a brief update on this grant project. She advised that the consultants (Category Five Professional Consultants, Inc.) and MCOG staff attended the monthly fire chiefs’ meeting in Laytonville, and introduced the project. The first TAG meeting, composed largely of emergency service agency representatives, was recently held. A member of the consultant team will attend the December MCOG meeting to provide an update to the MCOG Board. A public outreach survey has been developed and will be distributed through various means (possibly social media, with water/sewer bills, copies available at city halls, etc.).

**9. Miscellaneous**

FY 2020/21 OWP Applications – Staff noted the upcoming December 2 application deadline (*since December 1 falls on Sunday*) for FY 2020/21 OWP applications.

SB 1 Local Partnership Program (LPP) – Nephele advised that she and Lisa have been participating in LPP guidelines workshops. She distributed and reviewed a handout listing four funding distribution options that the CTC is considering. The options were presented at a teleconference yesterday, and Options 1, 2 and 3 propose increasing the minimum formulaic funding to \$200,000. Option 4 (which retains the \$100,000 formula minimum) mirrors the legislation that was vetoed. CTC staff is working on the guidelines which are expected to be finalized in the next few months, before the “call for projects” in the spring.

Lisa advised that staff will continue to push for language that gives a set-aside or allows for rehab projects to be eligible in the competitive program, and Nephele added that MCOG submitted a comment letter to CTC addressing that issue. She also noted that CTC staff is considering adding performance measures for condition improvements. The good news is that, based on the options under consideration, there will be an increase to the minimum funding.

Rick Seanor – Retirement – Rick Seanor announced his upcoming retirement at the end of December. Members and staff noted his long tenure on the TAC and said they will miss him.

9a. Next Meeting – 12/18/19 (if needed).

**10. Adjournment** – 12:20 p.m.

Respectfully Submitted,

Loretta Ellard  
Deputy Planner

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