

## MINUTES

### MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

September 20, 2017  
MCOG Conference Room

#### **Members Present**

Jason Wise, County DOT  
Rick Seanor, City of Ukiah  
Robert Dostalek, County DPBS  
Jacob King (*for Carla Meyer*), MTA  
Alexis Kelso, Caltrans (*arrived @ 10:16 a.m.*)

#### **Present via Teleconference**

Richard Shoemaker, City of Point Arena

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

Phil Dow, MCOG Administration  
Loretta Ellard, MCOG Planning  
Nephele Barrett, MCOG Planning

#### **Members Absent**

Mitch Stogner, NCRA (*Non-Voting*)  
Barbara Moed, AQMD  
Tom Varga, City of Fort Bragg  
Dusty Duley, City of Willits

1. **Call to Order/Introductions** – Phil called the meeting to order at 10:06 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 8/9/17 Minutes** – Motion by Rick Seanor, seconded by Jason Wise, and carried unanimously on roll call vote (6 ayes – Wise, Seanor, Dostalek, King, Kelso, Shoemaker; 0 noes; 3 absent – Moed, Varga, Duley) to approve the minutes of 8/9/17 as submitted.

*Agenda item #5 was moved to later in the meeting, awaiting arrival of Caltrans' representative.*

6. **FY 2017/18 Overall Work Program – Discussion of Potential Project(s) for Rural Planning Assistance (RPA) funds** – Loretta reviewed her staff report and explained that the Rural Planning Assistance (RPA) funds reserved in the FY 2017/18 Overall Work Program need to be programmed soon to avoid carryover problems. The reserve currently totals \$62,275, and an additional \$14,253 in FY 2016/17 RPA is expected to be available as soon as Caltrans formally certifies the FY 2016/17 carryover amount.

*10:16 a.m. – Alexis Kelso arrived*

MCOG staff reviewed the following potential projects, including “regional” benefit:

- a regional sidewalk inventory/engineered feasibility study

- a traffic study of circulation patterns surrounding neighborhood near Ukiah High School
- a traffic impact study for the new courthouse to be built in Ukiah
- an update to the 2008 State Route 1 Corridor Study
- an update to the 2005 Route 101 Corridor Interchange Study

Discussion ensued on needs and priorities. Richard Shoemaker supported a sidewalk inventory project. Rick Seanor noted the traffic study near Ukiah High School currently has funding commitments from MCOG, the City of Ukiah, and the school district, and the scope of services is done. He thought a traffic impact study for the new courthouse would be premature, as the future tie-in with Clay/Leslie Streets is still a few years out. Phil said he checked with County Planning staff on the need for the ten year update to the SR 1 Corridor Study, but has not heard back. Phil did not think updating the Route 101 Interchange Study was high priority because none of the recommended improvements have happened; and, we now have the micro-simulation model which can be used to test scenarios.

Discussion continued regarding a sidewalk inventory/engineered feasibility project. Phil reviewed his success with obtaining a Caltrans planning grant in the last cycle to complete the same type of project in Lake County (*inventory of existing needs, gaps in unincorporated and incorporated areas, prioritization of projects, planning level cost estimates/engineered feasibility of priority projects*). The objective is to have identified projects ready to go when funding comes around (i.e. Active Transportation Program, which has an additional \$100 million per year from SB 1).

Since limited funding (\$76,528) is available, MCOG staff noted that the project would likely need to be phased. Funding will also need to be programmed for MCOG staff to conduct the RFP process and manage the project; however, MCOG planning contractor (Davey-Bates Consulting) has an annual “not to exceed” budget, so other work elements would end up being under claimed. Richard Shoemaker indicated interest in Point Arena being included in the first phase, and after discussion, a *consensus* emerged to study the greater Point Arena area and the south coast in the first phase. A future project could study the remaining areas of the County.

**Motion by Rick Seanor, seconded by Richard Shoemaker, and carried unanimously on roll call vote (6 ayes – Wise, Seanor, Dostalek, King, Kelso, Shoemaker; 0 noes; 3 absent – Moed, Varga, Duley) to recommend that the \$76,528 in RPA funds be programmed toward a new regional sidewalk inventory/engineered feasibility study, with phase 1 being the greater Point Arena area and south coast area, with \$70,000 for consultant work, and \$6,528 for MCOG staff.**

Loretta summarized that this project will be added to the FY 2017/18 OWP in a second amendment, and submitted for MCOG approval likely in November, since the RPA certification is not expected until after the October 2 MCOG meeting.

**5. Caltrans Local Assistance Changes to Architectural & Engineering (A & E) Consultant Contract Procedures** – Alexis Kelso, Caltrans District 1 staff, advised of changes to the A & E consultant contract process which require that Exhibit 10-C (A&E Consultant Contract Review Checklist) for new and amended federal/state funded consultant contracts, must

be accepted by Caltrans prior to contract award, effective 10-1-17. She said there will be a training on this topic tomorrow at District 1 in Eureka, and was pleased that several local agency representatives have registered to attend. She also distributed project status sheets.

**7. Caltrans' Sustainable Communities & Adaptation Planning Grants – Potential Projects** – Loretta advised that grant applications for Caltrans Sustainable Communities grant program and Adaptation Planning grant program are due October 20, 2017. She advised that significant new funding is available under SB 1 (*\$12.5 million annually in the competitive portion of Sustainable Communities Grants; and \$20 million over three cycles for Adaptation Planning Grants*) and MCOG staff is looking for input on potential regional grant applications.

Discussion ensued, and there was a *consensus* for MCOG staff to submit an application for phase two of the regional sidewalk inventory/engineered feasibility study to cover the remaining portions of the unincorporated and incorporated areas, not covered under the new RPA-funded project discussed today under agenda item #6 above.

**Motion by Rick Seanor, seconded by Jason Wise, and carried unanimously on roll call vote (6 ayes – Wise, Seanor, Dostalek, King, Kelso, Shoemaker; 0 noes; 3 absent – Moed, Varga, Duley) to recommend that MCOG staff submit a Caltrans' Sustainable Communities grant application for a regional sidewalk inventory/engineered feasibility study to cover the incorporated and unincorporated areas of the County, with the exception of the greater Point Arena/South Coast areas that will be included in the RPA-funded project.**

The grant budget request was not determined; the similar approved application in Lake County can be used for reference.

Loretta advised that she will follow up on whether MTA plans to submit a grant application to update the Five Year Transit Development Plan, and also advised that MCOG staff is available to help local agencies with grant applications. Richard Shoemaker advised that he will follow up with Point Arena City Council on a potential Adaptation planning grant for a project at the cove.

**8. Regional Transportation Plan – 2017 Update** – Nephela reviewed the RTP update timeline, noting changes that occurred due to changing from a five-year to four-year RTP update cycle. The schedule calls for the next RTP update to be due by December, 2017, with future updates to be on a four-year cycle.

She reviewed progress to date, including updated Goals, Objectives and Policies in 2014, public workshops in 2016, local agency input, reviewing of planning documents, and requested tribal input. She distributed sections of the draft, and asked for comments by October 11. Transit and tribal elements are not yet done, and will be sent out for review as soon as available.

A brief discussion ensued. Nephela reviewed comments from Howard Dashiell who recommended there be a shift toward “fix it first” in the goals and policies. She agreed to address that issue, including pavement condition, in the local streets and roads element, and Phil advised that SB 1 can also be highlighted in the narrative.

9. **2018 State Transportation Improvement Program (STIP)** – Nephele reviewed that at the last TAC meeting there was a consensus that projects deleted in the 2016 STIP are priorities for 2018 STIP funds (\$3,000,000 available, less \$298,000 for Planning, Programming & Monitoring, leaves \$2,702,000 for projects). Deleted projects totaled \$2,656,000. TAC members were asked to check with their agencies and report back on whether the deleted projects are still a priority, and whether cost estimates need to be updated. City of Fort Bragg and County staff had said their projects were still a priority, and Ukiah staff was going to follow up and report back to the TAC.

General discussion ensued. Nephele said Ukiah's project (Low Gap Road/N. Bush Roundabout – Construction component) may be premature, as the programmed project development component has not yet started. Rick advised that he will have a better idea if it's still a priority after the traffic analysis near the High School is completed.

Nephele noted that if Ukiah's project is not reinstated, \$749,000 would be available. However, that is not enough to program the construction component of the County's North State Street Intersection/Interchange project (which has a reserve for construction of \$1,602,000). She also noted that the Gualala Downtown Streetscape project, which currently is programmed only for PA&ED, is in need of funding for PS&E. She suggested using the \$749,000 for either increased cost estimates, the Gualala project, or leaving it unprogrammed until the next cycle.

Phil supported funding the next phase for Gualala, and said environmental is expected to be completed this winter. He said the Project Study Report did not separate out design, so he's requested a cost estimate from Caltrans, but it won't be available until November. The next phase identified in the PSR is Right of Way at \$200,000 (*a ten-year old estimate*).

Potential projects for future RTIPs were mentioned as construction component for Gualala, and improvements to two-lane segments of Highway 101 between Ukiah and Hopland. A project to correct the flooding at Garcia River was also mentioned, and Phil advised that Caltrans is working on several alternatives to relieve the flooding there, outside of the RTIP.

After discussion, there was a ***consensus*** for Nephele to prepare the draft RTIP reprogramming the County's and Fort Bragg's deleted projects, and adding PS&E or PS&E/ROW for Gualala (*depending on costs --- Phil was hopeful that it would cost <\$400k*), with future STIP reserve for North State Street construction and Ukiah's roundabout.

Nephele summarized that the RTIP will come back to the TAC for recommendation in October or November, and will be adopted at the December MCOG meeting. Phil thanked the TAC for supporting the Gualala project, and said he was pleased with the \$3 million fund estimate, as he did not expect any funding in the 2018 cycle.

10. **SB 1 – Road Repair & Accountability Act of 2017 - Includes Active Transportation Program; Local Partnership Program; Local Streets & Roads; State Highway Operation & Protection Program; State Transportation Improvement Program; Planning Grants** – Phil reviewed his staff report and noted a correction to the Local Streets & Roads funding estimate for Fort Bragg (\$52,000, not \$225,000). He gave an update on the various SB 1 programs and meetings he's recently attended. He reviewed the positive CTC staff recommendation that

proposes a flat \$100,000 per year to self-help cities under the Local Partnership Program. Richard Shoemaker commended Phil for his work in getting the \$100,000 flat rate for cities. Phil said the staff recommendation will be going to the CTC, and guidelines are scheduled to be adopted October 18-19.

11. **Staff Reports** – None

12. **Miscellaneous**

Ukiah City Council – Rick Seanor reported on the following: (1) tonight's Ukiah City Council meeting includes an agenda item to award a contract to Ghillotti Construction for Talmage interchange improvements. Ghillotti also recently received a construction contract for Redwood Business Park improvements; (2) Costco plans to open in April, 2018; and (3) the Planning Commission approved a new hotel in the Redwood Business Park.

12a. Next Meeting – October 25, 2017

13. **Adjournment** – 12:24 p.m.

Respectfully Submitted,

Loretta Ellard  
Deputy Planner

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