

## MINUTES

### MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

January 16, 2019  
MCOG Conference Room

#### **Members Present**

Alexis Kelso - *for Tasha Ahlstrand, Caltrans*  
Dusty Duley, City of Willits  
Rick Seanor, City of Ukiah  
Alicia Meier, County DOT  
Tom Varga, City of Fort Bragg  
Richard Shoemaker, City of Point Arena

#### **Staff Present**

Nephele Barrett, MCOG Administration  
Lisa Davey-Bates, MCOG Planning  
Phil Dow, MCOG Administration  
Loretta Ellard, MCOG Planning  
James Sookne, MCOG Planning

#### **Members Absent**

Mitch Stogner, NCRA (*Non-Voting*)  
Barbara Moed, AQMD  
Jesse Davis, County DPBS  
Jacob King, MTA

1. **Call to Order/Introductions** – Nephele called the meeting to order at 10:06 a.m. and 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 9/19/18 Minutes** – Motion by Tom Varga, seconded by Rick Seanor, and carried unanimously (6 ayes), to approve the minutes of 9/19/18 as submitted.
5. **2019 TAC Meeting Schedule** – Loretta reviewed a proposed 2019 TAC meeting schedule. She advised that the May 15 and September 18 meeting dates conflict with California Transportation Commission meetings, so staff is proposing to move those two meetings to the fourth Wednesdays (May 22 and September 25).

Richard asked about changing the regular TAC meeting date to fourth Wednesdays (or some other day) as he has conflicts on third Wednesdays. Loretta advised that TAC members were polled last year regarding alternate dates, and chose to retain third Wednesdays.

A discussion ensued and potential alternatives were mentioned, including first and fourth Wednesdays. Nephele noted timing challenges with preparing staff reports for MCOG Board packets (*MCOG meets on first Mondays*) if the TAC date is moved to the fourth Wednesday. A suggestion to retain the third Wednesday, but move the meetings to 1:00 p.m., was also

mentioned. There was a *consensus* to conduct another poll of potential alternatives and bring this issue back to the TAC next month.

**6. FY 2018/19 Overall Work Program**

6a. Second Amendment – Loretta explained that after the TAC’s recommendation in September on the pending Second Amendment, Caltrans’ certification of FY 2017/18 Rural Planning Assistance (RPA) carryover funds was received, so additional carryover and miscellaneous revisions were proposed by staff. Since the TAC did not meet in October, the revised amendment was presented to MCOG without a TAC recommendation. This report is being provided to show revisions proposed by staff after the TAC’s recommendation.

She advised that MCOG adopted the Second Amendment on November 5, 2018, as partially recommended by the TAC and as proposed by staff. The amendment revised the total OWP from \$1,227,959 to \$1,381,130, an increase of \$153,171 (*from carryover funds*). No new funding was involved.

6b. Proposed Third Amendment – Loretta explained the City of Fort Bragg has requested a minor OWP amendment to adjust the funding allocation between City Staff and Consultant (*with no change to total overall budget*) for Work Element 9 – Fort Bragg Street Safety Plan, a carryover project.

She said the amendment is requested to correct an inadvertent error where funding allocations were transposed during project implementation. The Work Element 9 carryover budget is currently programmed as: City staff \$42,493, and Consultant \$11,796 (\$54,289 total); and the City is requesting the allocations be changed to: City Staff \$11,796, and Consultant \$42,493. The FY 2018/19 Overall Work Program total of (\$1,381,130) will not be changed.

A brief discussion ensued, with Tom explaining the City’s request, noting the inadvertent transposition error.

**Motion by Dusty Duley, seconded by Rick Seanor, and carried (*with Tom Varga abstaining*), to recommend that MCOG approve the proposed Third Amendment to the FY 2018/19 Overall Work Program.**

**7. FY 2019/20 Overall Work Program – Applications Received/Funding Needs –**

Loretta reviewed her staff report which provided an overview of expected funding needs and estimated revenues for the Draft FY 2019/20 OWP. She said a motion is not requested today; however, TAC discussion and input on priorities is needed.

She reported applications were received from the County Department of Transportation and City of Fort Bragg, and reviewed estimated MCOG planning staff amounts and other funding needs. She explained that MCOG planning staff needs will not be known until a new (or extended) professional services contract for planning services is approved by MCOG, likely in late summer/early fall. (*The five-year professional services contract with Davey-Bates Consulting for MCOG planning staff services expires Oct. 1, 2019.*)

Loretta and Nephele reviewed additional items to be considered in the Draft, including the local match for two Caltrans grant applications submitted by MCOG (*grant awards to be announced in spring, 2019*). Also, staff is recommending that a portion of the funding needed for the next Pavement Management Program update (*in FY 2020/21*), be reserved, because of the high project cost that’s difficult to fund in one OWP (*last update was \$150k*).

The following chart summarizes funding requests and estimated needs:

<b>Agency</b>	<b>Work Element/Description</b>	<b>Amount</b>
City of Fort Bragg	Coastal Trail Central Business Connection	\$55,000
Co. Dept. of Transp.	Combined Special studies	\$60,000
MCOG	SB 743/VMT Grant ( <i>Match = \$15,485</i> )	\$135,000
MCOG	Fire Vulnerability/Emergency Preparedness Grant – 2 year project ( <i>Match = \$32,231</i> )	\$281,000
MCOG Planning Contractor	Annual MCOG Staff work elements – <i>estimate</i>	\$357,526
Various	Direct Costs in Various Work Elements ( <i>RCTF, PMP &amp; GIS dues, Training, etc.</i> )	\$21,850
MCOG	Pavement Management Program (PMP) Update – PROPOSED RESERVE	\$50,000
<b>Total</b>		<b>\$960,376</b>

Loretta reviewed expected revenues (including grant funds) estimated at \$900,101, noting an estimated shortfall (\$60,275) between funding needs vs expected revenues. She said some carryover funds may be available, but amounts are not yet known.

Alicia briefly summarized the County’s application for “Combined Special Studies” noting the benefits it provides. Nephele discussed Fort Bragg’s application for the coastal trail project, and explained that, while a good project, it’s for “preliminary engineering” (not planning) and therefore ineligible. At Tom’s request, MCOG staff agreed to provide a response to the Fort Bragg Community Development Director explaining why it’s ineligible.

MCOG staff suggested that consideration be given to funding the SB 743 VMT study through the OWP (perhaps at a reduced amount) if the grant is not awarded and if local agencies think it’s a priority. That issue would need to be considered after grant awards are known. Tom expressed his support for consideration of this option.

Discussion also included various options for the next Pavement Management Program update (*due in FY 2020/21*) including extending the update cycle beyond three years; reducing the project scope; and reserving a portion of funds needed for next update.

In response to staff’s request for input regarding priorities, there were comments in support of a PMP reserve and consideration of an SB 743/VMT study if the grant is not awarded. It was noted that disqualifying Fort Bragg’s ineligible project would remove some of the funding shortfall.

Loretta advised that she will prepare the Draft FY 2019/20 OWP for TAC review and recommendation at the February meeting, for submission to Caltrans by the March 1 due date.

8. **Prop 6 Results – Repeal of SB 1 Road Repair & Accountability Act of 2017** – Nephele commented on the defeat of Prop 6 on the November ballot, noting the increased transportation funding that will continue for the region, through various programs (Highway User Tax, ATP, STIP, SHOPP, etc.). She complimented local agencies on getting the required SB 1 reports submitted to the State.

9. **SB 1029 – North Coast Railroad Authority Closure and Transition to Trails Act** – Loretta reported that SB 1029 calls for an assessment (*by July 1, 2020*) to provide information necessary to determine the most appropriate way to dissolve the NCRA and dispense with its assets. It also calls for an assessment of the viability of constructing trails along the entire corridor as well as an assessment of options for transferring the southern portion of the corridor to SMART (Sonoma Marin Area Rail Transit District).

She advised that she and Nephele have been attending meetings hosted by Senator McGuire’s staff on developing “the Great Railroad Trail” on the rail segment north of Willits. Phil noted SMART collects sales taxes to operate in Sonoma and Marin counties, which may be an issue if SMART comes to Mendocino County.

Dusty reported that the City of Willits recently received approval of their ATP rail trail grant application.

10. **Staff Reports**

10a. **2018 STIP Programming & Allocations** – Nephele reminded members that STIP projects programmed in this fiscal year must be allocated or extended by June (*two months lead time is needed for CTC agendas*). She advised that, for next fiscal year’s projects, if agencies don’t plan to allocate programmed projects, amendments are preferable to extensions. She said amendment requests must be submitted by MCOG and lead time is needed. Discussion of the 2020 STIP will begin later this year.

10b. **TAC Training, January 30, 2019 – “Traffic Control for Safer Work Zones”** – Loretta reported 35 local agency staff members are registered to attend this upcoming training, and there are still a few remaining spaces. Rick advised that the City of Ukiah may submit more names.

10c. **Caltrans’ Sustainable Transportation Planning Grant Applications Submitted** – The following grant applications submitted by MCOG were noted: (1) SB 743 Vehicle Miles Traveled (VMT) - Sustainable Communities; and (2) Fire Vulnerability Assessment/Emergency Preparedness - Adaptation Planning.

Grant award notifications are expected in spring, 2019. Nephele advised that the County intended to be the lead for the Fire Vulnerability Assessment grant, but ended up asking MCOG to be the applicant. Richard suggested asking the County to contribute to the local match.

11. **Miscellaneous**

**Federal Aid Series** – Nephele advised that Caltrans is holding the Federal Aid training series in Ukiah in February. She highly recommended this training and noted each day’s topic is a different theme (Right of Way, Environmental, etc.). The cost for the week-long program is \$100. Loretta advised that some MCOG training funds are available (*requests must be approved in advance*) but most of the funds are being used on the upcoming “Traffic Control” training.

**Caltrans District 1 Huddle** – Nephele and Alexis mentioned this webinar scheduled for tomorrow, as an update and information sharing opportunity.

**Caltrans Highway Bridge Program Training** – Alicia mentioned an upcoming highway bridge training in Sacramento on or around January 24. Rick noted that agencies can sign up to receive Caltrans Local Assistance announcements.

**Governor’s Budget** – Nephele reported on information learned during a teleconference on the Governor’s budget and at a CALCOG directors’ meeting. She said transportation people are feeling positive overall about transportation in the state budget, but were surprised to see no specific transportation section in the budget, as it’s tied in with housing. She added there was a sense that flying under the radar keeps transportation from being a target.

She said there was vague information that transportation money is tied to housing, but no details have yet been provided. Housing is a big deal and resources will be available for housing incentives and planning. She said there are concerns that transportation agencies will be having more housing duties, in addition to the Regional Housing Needs Assessment (RHNA) process, and it will be important to make sure rural concerns are addressed.

Lisa reported on two redevelopment-related bills (AB 11 Chiu, and SB 5 Beall) tied to local agencies. Nephele circulated a hand-out on the bills and advised the State wants to obtain available land to address housing issues. Staff will continue to monitor these issues and share information as it becomes available.

**Americans with Disabilities (ADA) Audit** – Richard reported that Point Arena received an ADA inventory audit, and Tom and Rick advised that their agencies also received ADA audits. Agencies have until the end of March to respond.

11a. **Next Meeting** – 2/20/19.

12. **Adjournment** – 11:58 a.m. (approx.)  
Respectfully Submitted,

Loretta Ellard  
Deputy Planner

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