

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS
TECHNICAL ADVISORY COMMITTEE

February 21, 2018
MCOG Conference Room

Members Present

Jason Weise, (for Alicia Meier), County DOT
Chantell O’Neal (for Tom Varga), City of
Fort Bragg
Rick Seanor, City of Ukiah
Dusty Duley, City of Willits
Jacob King, MTA
Tasha Ahlstrand, Caltrans
Paul Anderson (for Richard Shoemaker), City of
Point Arena (*via teleconference*)

Staff Present

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

Others Present

Bryan Thomas, Caltrans

Members Absent

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

1. **Call to Order/Introductions** – Phil called the meeting to order at 10:02 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.

10:05 a.m. Dusty Duley arrived

4. **Approval of 1/17/18 Minutes** – An incorrect date on the header was noted. **Motion by Rick Seanor, seconded by Tasha Ahlstrand, and carried on roll call vote (5 ayes – Seanor, Duley, King, Ahlstrand, Anderson; 2 abstentions – Weise, O’Neal), to approve the minutes of 1/17/18, with the date on the header corrected to 1/17/18.**
5. **2018 TAC Meeting Schedule & Consideration of Changing Standing Meeting Date**
Loretta reported she conducted a “doodle poll” of TAC members regarding potential TAC monthly meeting dates. Of the options provided, the only two unanimous choices of the five members who responded were: (1) third Wednesday at 10:00 a.m. (*the current regular meeting date*), and (2) fourth Wednesday at 10:00 a.m.

A brief discussion ensued regarding these two options, and no one expressed a desire to change the standing date. Phil advised that the third Wednesday works better for the MCOG Board meeting packet schedule. There was a *consensus* to retain the current schedule.

As reported last month, staff noted four 2018 meeting dates that conflict with CTC meetings, and proposed changing those meetings to the fourth Wednesday: March 28, May 23, August 22, and October 24. No objections were noted. It was mentioned that Richard Shoemaker, who requested consideration of a date change, was absent from today's meeting.

6. “Willits Before and After Study” (Willits Bypass) – Bryan Thomas, Caltrans District One, reviewed the summary of findings from this study. Highlights include:

- collision reduction projected at 75% (on bypass, compared to Old Route 101 through Willits)
- reduction in VMT estimated at 725 miles per day
- reduction in travel time of approximately 5-6 minutes, with 10-25 minutes during peak Summer Hour and as much as 80 minutes during Special Event Periods
- reduction in delay of approximately 750 vehicles hours per day
- reduction in through traffic volumes on Old Highway 101 by approximately 35% during AADT, and 50% during Peak Summer Days
- reduction in vehicle idling, travel time, etc., resulting in reduced fuel consumption and greenhouse gas emissions (bypass route is .09 miles shorter than Old Route 101)

Brief discussion ensued. Bryan reported there has been a reduction of revenue in the City of Willits, especially for gas stations. Dusty commented that the signage was not right at first, but he is happy with it now, and he's working to get more signs. Phil said he would like to get a report on air quality in downtown and asked if there would be follow-up studies. Bryan advised that future studies are planned.

Phil thanked Bryan for the presentation, and advised the report has been provided to the MCOG Board.

7. FY 2017/18 Overall Work Program – Second Quarter Report – Loretta briefly reviewed the various work elements, and no problems were noted. Under Work Element 3 - Community Transportation Planning & Coordination - she said MCOG staff will soon be scheduling community meetings to revisit communities that have previously developed community plans to conduct outreach, review priorities, and investigate funding options for priority projects.

Phil commented on plans to update MCOG's website to add separate pages for each community that's developed a community plan, to include progress, information, next steps, etc. He reminded all that MCOG staff is available to assist with ATP grant applications.

8. FY 2018/19 Draft Overall Work Program - Loretta reviewed her staff report and said updated figures estimate a gap between expected revenues and funding needs of approximately \$34,725. She reviewed a chart listing several funding options for TAC consideration, and advised that MCOG staff's recommendation is Option 1, which would fund all requests except MTA's Transit Designs Guidelines Manual, for which staff could help MTA seek grant funding.

A discussion ensued regarding funding options. Jacob King, MTA, argued in favor of funding MTA’s project, noting the importance of standard transit design guidelines which affect every community in the County.

The possibility of pursuing grant funding for MCOG Administration’s requested ZEV/Alternative Fuels Readiness Plan Update was discussed, and Phil thought it would be a competitive project for Rural Planning Assistance (RPA) grant funds. He supported asking the MCOG Board for an increase in LTF funds (up to \$150,000) to fully fund all projects (*since LTF revenues are expected to significantly increase*), and said MCOG staff could also pursue grant funding for the ZEV project. Other potential carryover funds were discussed, with Loretta advising that there is \$5,000 in LTF in the current OWP that will not be needed for the RTP EIR, and a small amount of PPM that was not used for the Pavement Management Program update that may also be reprogrammed.

Requested (and carryover) projects include:

Agency	Project	Total
MCOG	W.E. 1 – Regional Government & Intergov. Coordination	\$108,200
MCOG	W.E. 2 – Planning Management & General Coord.	\$ 90,475
MCOG	W.E. 3 – Community Transportation Planning	\$ 10,250
MCOG	W.E. 4 – Sustainable Transportation Planning	\$ 10,000
MCOG	W.E. 7 – Planning, Programming & Monitoring	\$ 64,025
MCOG	W.E. 14 – Training	\$ 21,000
MCOG	W.E. 16 – Multi-Modal Transportation Planning	\$ 30,000
MCOG Admin	W.E. 17 – ZEV/Alternate Fuels Readiness Plan Update	\$ 35,000
MCOG	W.E. 18 – GIS Activities	\$ 5,600
MCOG	W.E. 20 – Grant Development & Assistance	\$ 22,800
Co. DOT	Combined Special Studies	\$ 60,000
Fort Bragg	Transportation Planning for Mill Site Reuse & Rezoning	\$ 48,125
MTA	Transit Designs Guidelines Manual	\$ 35,000
<i>MCOG</i>	<i>W.E. 21 – Pedestrian Facility Needs/EFS Carryover</i>	<i>\$ 10,000</i>
<i>MCOG</i>	<i>W.E. 22 - ATP N/I - Safe Routes to School - Carryover</i>	<i>\$ 15,000</i>
Total		\$565,475

Motion by Jason Weise, seconded by Chantell O’Neal (*and carried unanimously on roll call vote*) to include all requested projects in the Draft FY 2018/189 Overall Work Program, totaling \$565,475; with MCOG staff to increase the LTF revenue request and program additional LTF and PPM carryover, as available; and with MCOG staff to seek RPA grant funding for the ZEV/Alternative Fuels Readiness Plan Update project.

MCOG staff will prepare and submit the Draft to Caltrans by the March 1 due date.

Break 11:30 a.m. – 11:39 a.m.

9. SB 1 Road Repair & Accountability Act of 2017 – Phil reviewed his written report on the various programs under SB 1. He advised there will be five different applications for the ATP program, depending on project type and size, with more complex applications required for larger projects. He said the next call for projects will be in March with a deadline in July, and encouraged agencies which have projects in mind to start working on PSRs (Project Study Reports) to develop cost and schedule information.

10. Staff Reports

10a. Regional Housing Needs Allocation (RHNA) Process – Nephele advised there will a meeting Feb. 26 with local agency planning staff to begin the RHNA process. The adoption of the RTP starts the time clock, with the housing element due 18 months after RTP adoption. She said there is less than six months to complete the RHNA process, and numbers are expected to continue to be low. The process will include an eight-year planning horizon.

10b. Pedestrian Facility Needs Inventory & Engineered Feasibility Study – Loretta reported three proposals were received in response to the RFP for this project, and discussions are underway with the top-ranked firm. Project start-up is anticipated to occur within the next couple of weeks.

11. Miscellaneous

Sustainable Communities Grant Applications –Tasha announced that Sustainable Communities Grant applications are due this Friday, February 23.

11a. Next Meeting – March 28 (if needed).

12. Adjournment – 11:59 a.m.

Respectfully Submitted,

Loretta Ellard
Deputy Planner

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