

Approved 3/17/21

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

Meeting Held Remotely via Zoom Meeting/Teleconference

February 17, 2021

Members Present

Jacob King, MTA
Alicia Meier, County DOT
Tasha Ahlstrand, Caltrans
Paul Andersen, City of Point Arena
Chantell O’Neal, City of Fort Bragg
Mark Cliser, Co. DPBS
Tim Eriksen, City of Ukiah
Andrea Trincado Slater, *for Dusty Duley, City of Willits*

Staff & Others Present

Nephele Barrett, MCOG Administration
Loretta Ellard, MCOG Planning
Alexis (Lexi) Pedrotti, MCOG Planning
Charlene Parker, MCOG Planning
James Sookne, MCOG Planning
Kyle Finger, Caltrans Local Assistance
Jason Benson, City of Ukiah

Members Absent

Mitch Stogner, NCRA (*Non-Voting*)
Barbara Moed, AQMD

- Call to Order/Introductions** – Nephele called the meeting to order at 10:03 a.m. Individuals present on the Zoom meeting/teleconference were identified. New member Mark Cliser, Mendocino County Department of Planning & Building Services, introduced himself.
- Public Expression** – None.
- Input from Native American Tribal Governments’ Representatives** – No tribal representatives were present. Nephele advised that the Redwood Valley Tribe submitted an ATP grant application to evaluate an emergency access route linking Roads I and J in Redwood Valley.
- Approval of 1/20/21 Minutes** – A typographical error was noted on page 4, item 9: “Kelson” should be corrected to “Kelso”. **Motion by Alicia Meier, seconded by Chantell O’Neal, and carried unanimously on roll call vote (8 ayes – King, Meier, Ahlstrand, Andersen, O’Neal, Cliser, Eriksen, Trincado Slater) to approve the minutes of 1/20/21, as corrected.**
- Draft FY 2021/22 Overall Work Program – Funding Requests** – Lexi reviewed her staff report. She advised that the two OWP applications received from local agencies were reviewed at last month’s meeting, as follows: City of Point Arena – Local Streets Assessment and Shared Roadway Agreement (\$53,750); and County Dept. of Transportation – Combined Special Studies (\$60,000).

She gave an overview of the proposed draft OWP (totaling \$581,480) and highlighted new projects, anticipated carryover projects, and expected revenues. She reviewed minor edits that had been made since the draft was distributed, and advised that the CPI was only 1.67%, not the 4% estimated. Some

other minor corrections were noted, including a need to update the information for WE 11 (Local Road Safety Plans) to reflect that funding has now been approved for all local agencies.

Nephele said staff is requesting a TAC recommendation approving submittal of the Draft OWP to Caltrans for review, and advised that the Final will be brought back at a later date.

Motion by Alicia Meier, seconded by Jacob King, and carried unanimously on roll call vote (8 ayes – King, Meier, Ahlstrand, Andersen, O’Neal, Cliser, Eriksen, Trincado Slater) to recommend submittal of the Draft FY 2021/22 OWP to Caltrans.

7. 2020 Regional Transportation Plan/Active Transportation Plan Update – Loretta gave a brief update and said this item will be on TAC agendas for time to time to keep the TAC updated on progress. She reported that tribal outreach has started, staff will soon start posting items on MCOG’s website, and draft goals and policies will be presented for TAC review in the next few months. Nephele said staff is looking at using Social Pinpoint (a virtual outreach tool with survey and interactive mapping features) to gather information on initial needs assessment and outreach.

Loretta reminded members to submit Capital Improvement Programs, noting that project lists should include all transportation modes and should include projects to be funded from various funding sources. Nephele said all significant projects (short-term and long-term) should be included, noting that the RTP has a more extensive public outreach process than the RTIP (Regional Transportation Improvement Program). She noted there would be future opportunities to update CIP lists, if needed.

7. Highway Infrastructure Program (HIP) Funding – Nephele reviewed this item which has been discussed at two previous TAC meetings, advising that a third round of HIP funding is available in the amount of \$93,208 for FY 19/20. The two previous HIP apportionments were awarded to the City of Ukiah’s Downtown Streetscape project.

She noted these are federal funds which must be used on facilities on the Federal Aid System, classified higher than a rural minor collector, and the funds must be obligated by September 30, 2023. It was noted that all federal requirements must be followed for this small pot of money.

Nephele reviewed the two projects previously discussed: Ukiah’s Downtown Streetscape project, Phase II, and the City of Willits’ highway crossing project at Walnut/Highway 20. She noted this item was continued to today’s meeting to allow Willits and Ukiah staff to gather more information and to allow other agencies to consider potential projects. She advised that action can still be delayed if more time is needed, and invited members to give an update on their potential projects.

Tim said Ukiah could use these funds on the Downtown Streetscape project, Phase II, which is currently in the RFP process for design. He acknowledged that Ukiah received the first two rounds of HIP funding, and said this project could be an option to avoid losing the funds, if no other projects are able to use the federal funding.

Andrea said Willits staff has a meeting scheduled with Caltrans on March 3 to discuss the Walnut/Highway 20 project, and will be in a better position to know what is needed after that meeting. She said they are still in an information gathering stage, and a cost estimate has not yet been prepared. Tasha noted the March 3 meeting includes Caltrans Office of Traffic Safety and Operations staff, and staff will have a better idea of what could be feasible at that location after the meeting.

Nephele asked if there were other project nominations. Alicia said the County's Ackerman Creek bridge project could go to construction this summer, and although the college is providing some matching funds, additional matching funds are needed so that could be a potential project.

No other projects were suggested. There was a *consensus* to bring this matter back to the March TAC to consider all options.

8. COVID 19 - Federal Stimulus Funds – Nephele reviewed information on COVID stimulus funds that will be coming to regions from the last COVID relief bill. An information sheet from the 2/9/21 CTC (California Transportation Commission) workshop was included in agenda materials.

Nephele said funding amounts are not yet known, but she does not expect a lot for the region. Distribution formulas are being discussed, possibly using some form of STIP or STBG (formerly RSTP) formula. She advised there will be another CTC workshop later this month, and things are expected to move quickly as CTC staff wants to take a recommendation to the March CTC meeting. She asked members to start thinking about potential projects as there could soon be a call for projects.

Nephele noted the funding is federal, but there is potential to exchange for state funds. She recalled that the prior ARRA federal stimulus funds were used mainly for rehabilitation projects, but that does not have to be done. However, funds must be obligated by September 2024 so projects with extensive project development would not be good.

A discussion ensued regarding distribution formulas, STIP programming options (adding new projects, advancing existing projects, or waiting until 2022 STIP to utilize funds), and obligation deadlines. Nephele said she expects to learn more at the next workshop, and this item will be on the March TAC agenda. Alicia asked that Nephele provide funding estimates before the next TAC meeting, if available, and Nephele agreed to do so.

9. Staff Reports

9a. Lake & Mendocino Travel Demand Modeling – Caltrans Technical Advisory Group – Loretta advised that Caltrans has agreed to include an update of MCOG's travel demand model as part of a model update they will be doing. Caltrans is forming a Technical Advisory Group for the update, and would like to identify appropriate local agency staff to participate on the TAG.

Loretta said MCOG is appreciative that Caltrans is doing this work, and MCOG staff will participate on the TAG. Tasha said she will also be participating on the TAG. Alicia said she will check on a TAG representative from the County Dept. of Transportation, and Mark agreed to check on a representative from the County Dept. of Planning and Building Services. Tim agreed to participate for

the City of Ukiah. Nephele asked other members to check with their planning departments and let MCOG know who is available to participate on the TAG.

9b. Coordinated Public Transit – Human Services Transportation Plan Update – Loretta briefly reported that MCOG staff is continuing to work with the consultant on the Coordinated Plan update, and noted that staff has been delayed in submitting comments on the draft plan. She said comments will be submitted this week, and an updated draft will soon be posted on MCOG’s website for review by the TAC, SSTAC, and public.

Nephele added that staff had originally thought the updated plan needed to be adopted by MCOG in March, but have since learned that more time is available for review. The updated plan will be scheduled for MCOG Board for adoption within the next few months.

9c. Local Road Safety Plan (LRSP) – Update – Loretta briefly reported that the kick-off meeting for the LRSP Technical Advisory Group (TAG) was held on February 2. The consultant has already provided kick-off meeting notes and a list of action items for follow-up by local agencies.

9d. Regional Early Action Planning Grants (REAP) – Update – Nephele advised that REAP funds are the land-use/housing related planning funds that are being distributed through MCOG to local agencies. James reported REAP applications were due January 31 to HCD (CA Dept. of Housing and Community Development) and MCOG’s application was submitted on time. He gave a brief overview of local agencies’ plans for the funding, as follows:

- City of Fort Bragg – work on land trust; ordinance update
- City of Ukiah – work on UVAP (Ukiah Valley Area Plan); software updates
- County – work on developing MAC (Municipal Advisory Council) academy; software updates
- City of Point Arena – retroactive work on ADU (Accessory Dwelling Unit) ordinance
- Willits – SB 2 project to increase Sphere of Influence; annexation environmental document

James noted that software includes permit software to streamline processes, along with GIS software for the County. Next steps include finalizing the application with HCD, and getting agreements executed between MCOG and HCD, and between MCOG and local agencies. Nephele advised there is a State contract to provide technical assistance for local agencies, including sample tools/ordinances.

10. **Miscellaneous**

Active Transportation Program – Nephele reported that the ATP application MCOG submitted for the Gualala Downtown Streetscape Project was unfortunately not recommended for funding. She will be having a debrief with CTC staff next week to find out why it was not selected.

Federal Lands Access Program – Nephele said the FLAP call for projects is currently out, and noted this program provides funding for transportation projects that provide access to federal lands. She suggested it might be a good opportunity if there are any projects that could be tied in with a secondary fire evacuation route. Alicia said she would follow up with Howard Dashiell.

May MCOG Meeting – Virtual Tour of Ukiah Projects – Loretta advised that MCOG would like to schedule a virtual tour of Ukiah area transportation projects for the May MCOG meeting. Tim suggested she work with Jason Benson to coordinate the presentation. Nephele noted this tour may possibly be scheduled in April, as the May agenda may have a lot of other items.

10a. Next Meeting – 3/17/21.

12. Adjournment – *at 11:12 a.m.*

Respectfully Submitted,

Loretta Ellard
Deputy Planner

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