

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

January 31, 2017
MCOG Conference Room

Members Present

Jason Wise, County DOT
Richard Shoemaker, City of Point Arena
Rod Wilburn, City of Willits
Adele Phillips, County DPBS
Rick Seanor, City of Ukiah
Tasha Ahlstrand, Caltrans
Carla Meyer, MTA

Staff & Others Present

Phil Dow, MCOG Administration
Loretta Ellard, MCOG Planning
Nephele Barrett, MCOG Planning
Lisa-Davey Bates, MCOG Planning
Alexis Kelso, Caltrans District 1
Janet Orth, MCOG Administration (*for agenda item #8*)

Members Absent

Mitch Stogner, NCRA (*Non-Voting*)
Tom Varga, City of Fort Bragg
Bob Scaglione, AQMD

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

10:07 a.m. - Lisa Davy Bates arrived

4. **Approval of 9/28/16 Minutes** – Tasha Ahlstrand requested two corrections: (1) Page 2, 1st paragraph – SR 128 Transportation Concept Report (TCR) – "...new web-based (through ~~Internet Explorer~~ **Firefox**) interactive TCRs..."; and (2) page 4, 4th paragraph - Caltrans District 1 – "Reduction in downtown Willits traffic is estimated **in the Fehr & Peers' study** to be 20-25%".

Moved by Richard Shoemaker, seconded by Tasha Ahlstrand, and carried unanimously, to approve the 9/28/16 minutes, as corrected.

10:12 a.m. (approx.) Nephele Barrett arrived

5. **FY 2016/17 Overall Work Program**

- 5a. **First Quarter Report** – Loretta reviewed the first quarter OWP report, briefly commenting on the status of individual work elements. Some projects have had little or no progress in the first quarter, however, no problems were noted. Information only.

5b. Third Amendment – Loretta reviewed the proposed third amendment to the FY 2016/17 OWP, advising that MCOG planning staff proposes transferring \$15,000 from W.E. 3 (MCOG – Active Transportation Plan) to W.E. 1 (MCOG – Regional Government & Intergovernmental Coordination). The reason for this proposed transfer is that staff expects the Rural Planning Assistance (RPA) funds in W.E. 3 to not be fully expended due to cost savings from holding countywide Active Transportation Plan workshops concurrently with RTP workshops. In addition, much of the work on the Active Transportation Plan will feed into the development of the Non-Motorized element of the RTP, which is expected to result in additional cost savings. Staff proposes that the RPA funds be transferred to W.E. 1, which experiences a high level of day-to-day staff work.

Loretta noted that this proposed amendment does not affect the total funding available for MCOG planning staff, and the total funding in the OWP will remain unchanged at \$1,752,991.

Motion by Rick Seanor, seconded by Richard Shoemaker, and carried unanimously, to recommend that MCOG approve the Third Amendment to FY 2016/17 Overall Work Program.

10:15 a.m. (approx.) Adele Phillips arrived

6. FY 2017/18 Draft Overall Work Program – Summary of Applications Received & MCOG Planning Staff (Davey-Bates Consulting) Work Elements – Loretta reviewed her staff report. She advised that, based on information received at a recent Caltrans training workshop, the MCOG planning staff work elements are being reorganized in the Draft FY 2017/18 OWP to separate State Rural Planning Assistance (RPA) eligible and non-eligible tasks. In a departure from previous years, Caltrans Headquarters' staff is now taking the position that many of the routine day-to-day transportation planning tasks are not RPA-eligible, and should be funded with local funds.

Lisa advised that she has requested a meeting with staff from the Office of Regional Planning to follow up on RPA eligibility concerns, and staff from Caltrans District 1 has offered to attend with her.

Loretta advised that W.E. 1 (Regional Government & Intergovernmental Coordination) which is seen by Caltrans as a “mega work element”, is being reorganized into several smaller work elements. She briefly reviewed proposed MCOG staff work elements and noted that the annual budget for MCOG planning is established by contract with Davey-Bates Consulting, so that amount (*estimated at \$356,700 for FY 2017/18*) will need to be programmed.

Phil advised that additional Local Transportation Funds will be needed to fund the non-eligible RPA tasks, and noted that the annual LTF commitment of \$100,000 has not been increased for many years.

Applicants were invited to review their requested projects. Rick Seanor reviewed Ukiah's two proposed projects: Traffic Analysis for Realignment of Talmage Rd and Comprehensive ADA Access Plan Update. Jason Wise reviewed the County's requested Combined Special Studies work element. There was no one present from the City of Fort Bragg, so the written application for a Street Safety Plan was briefly reviewed by Loretta. Carla Meyer reviewed MTA's request for the fourth and final phase of the Bus Stop Review, Ph. 4.

A brief discussion ensued, with applicants responding to questions. Carla advised that MTA has not yet initiated work on MTA's Bus Stop Review, Ph. 3, which is in the current year's OWP. Lisa

suggested that phases 3 and 4 be combined and conducted next year, for efficiency (one RFP process, etc.). Carla supported this approach, and no objections were expressed.

Loretta advised that based on the need for additional LTF funds to cover non-RPA eligible tasks, there will be approximately \$37,275 in RPA funds for a “to be determined” project. If not programmed, this balance may be “reserved” and carried over to next fiscal year for a future regional project, however, this would be subject to approval by Caltrans.

Loretta said she will prepare the Draft FY 2017/18 OWP for TAC review and recommendation at the February 15 TAC meeting, for submission to Caltrans by the March 1 due date.

7. Active Transportation Plan - Nephele distributed an administrative draft Active Transportation Plan. She advised that this Plan replaces the previous Regional Bikeway Plan, and will also serve as the non-motorized element of the Regional Transportation Plan. She advised that goals and policies were approved by MCOG in 2014, as part of the earlier phase of the RTP update.

A brief discussion ensued, with Nephele reviewing various sections of the plan, and members commenting or providing information. She requested local agency input on the existing bikeway network, the list of priority projects, and short range vs long range projects. She said there will also be appendices, and maps of priority projects will be produced after the project list is developed. She requested all comments by February 15. A TAC recommendation on the Active Transportation Plan will be requested at the March TAC meeting, for MCOG adoption in April.

Janet Orth arrived – approx 11:30 a.m.

Jason Wise gave an update on the Branscomb Road pedestrian bridge project in the Active Transportation Plan, advising that a bid opening for this project was recently held, with all three bids (*approx. \$720k; \$815k; \$950k*) significantly over the available funding (*\$516k*). All bids were rejected. Phil and Nephele advised that the STIP funding in this project has been allocated and will be lost to the region if not expended in a timely manner. They said the CTC could require the County to repay funds spent on pre-development phases if construction is not completed, which could end up costing more than the extra funds needed for construction. They recommended the County request an extension from the CTC to allow time to decide how to proceed. Phil advised that if the LTF 2% Bike & Pedestrian funds allocated to this project are not used, that money will come back to MCOG.

Jason welcomed MCOG’s support in keeping the project alive. Phil addressed the issue of whether MCOG’s Partnership Funding Program funds (*from RSTP dl funds*) could be used to fill the funding gap, and advised that the intent of that program was not to “bail out” underfunded projects. He said this project already has some MCOG Partnership funds for design. This item will be placed on the next TAC agenda for more discussion.

8. Funding Request for Electric Vehicle Charging Station in Point Arena – Partnership Funding Program – Phil reviewed a request from the Point Arena City Manager explaining that the City of Point Arena has been identified as a suitable location to receive an electric vehicle charging station (*through a grant secured by Mendocino Land Trust*), because the planned location at Manchester State Park was determined to be unsuitable.

He explained the type of station budgeted for the State Park location was less expensive than what is needed for the City of Point Arena because it did not include necessary components for fee recovery. This has caused a funding gap somewhere between \$11,500 and \$17,500 above what is included in the grant, and Point Arena is requesting assistance from MCOG. He said this type of request meets the intent of MCOG's Partnership Funding Program because it would provide a missing piece of funding necessary to implement a project of regional importance.

Janet Orth circulated several documents as background, and reviewed other planned EV charging locations in Mendocino County. She added her support for the request, noting this would allow Point Arena to receive the same type of fee recovery equipment planned for the City of Willits.

Phil advised that this issue is scheduled for MCOG consideration at their February 6 meeting, and requested a TAC recommendation.

Motion by Rick Seanor, seconded by Carla Meyer, and carried unanimously, to recommend to MCOG to commit up to \$17,500 from the Partnership Funding Program to supplement existing grant funding for construction of a fee recovery type electric vehicle charging station in Point Arena.

9. Revise 2017 TAC Meeting Schedule to Avoid Conflicts with California Transportation Commission's 2017 Meeting Schedule – Phil noted that TAC meeting dates often conflict with CTC meetings. Loretta reviewed a proposed TAC meeting schedule which avoids the CTC meeting dates. A brief discussion ensued, and Carla noted possible conflicts with MTA meetings. There was a *consensus* to accept the following proposed dates: January 31; February 15; March 22; April 19; May 24; June 21; July 19; August 30; September 20; October 25; November 15; and December 20.

Loretta advised that some meetings will likely be cancelled and other unforeseen reasons may cause future schedule revisions.

10. Staff Reports

10a. Regional Transportation Plan – Nephele reported on a series of combined Active Transportation Plan and RTP workshops held in Ukiah, Willits, Fort Bragg, Covelo, and Point Arena. She distributed and reviewed a summary of input received at each workshop.

10b. Active Transportation Program – Cycle 3 Project Awards – Phil reported that only one of the four ATP projects submitted from the Mendocino region was funded (City of Fort Bragg's Coastal Trail, Ph. 2). Unsuccessful projects were: City of Ukiah - Rail Trail, Ph. 3; City of Willits – Rail Trail; and Mendocino County Resource Conservation District - MacKerricher State Park Haul Road project. MCOG staff will obtain the scoring breakdown to gain insight on how projects were scored.

Alexis Kelso, Caltrans, advised that the next ATP grant cycle will be in 2018.

10c. Environmental Mitigation Grants – Phil advised that he had asked Loretta to follow up on the TAC's 9/28/16 recommendation to search for possible environmental mitigation grants that would fund projects such as the Ryan Creek Fish Passage project. He reported that he had made a recommendation to the MCOG Board that differed from the TAC's recommendation (due to concerns

with timelines and other information learned after the 9/28/16 TAC meeting), and the MCOG Board approved his recommendation to contribute additional future RTIP funding to the Ryan Creek project.

Loretta's written staff report was noted. She found that, of the grant programs researched, **required** mitigation projects were not eligible for most programs. The Environmental Enhancement & Mitigation (EEM) program does cover required mitigation, but has other challenges. Information only.

10d. Transportation Funding Outlook – Phil advised that two new transportation funding bills have been introduced: AB 1 (Frazier) and SB 1 (Beall). The bills are similar to the two-year bills that were unsuccessful last year, but there is renewed hope with these bills and the Governor's proposed transportation funding budget. He noted that these bills are on MCOG's February 6 agenda to consider support.

11. Miscellaneous

Federal Land Access Program - Lisa advised that the FLAP call for projects is now out, and there is a rural representative on the statewide committee (Rick Tippett) who has offered assistance to rural agencies. She suggested that Lake and Mendocino counties may want to coordinate on a project for East Side Road in Potter Valley.

Potter Valley Turn-Off - Lisa reported that an individual contacted her regarding the new paving by the east-bound Potter Valley turn-off on Highway 20, with safety concerns about the location of the signs/arrows in location to the shortened merge lane. The SHOPP (State Highway Operation and Protection Program) was briefly mentioned as a possible funding source to correct the problem. Tasha agreed to follow up on this.

City of Willits – Trench Safety Training - Loretta advised of an invitation from the City of Willits for "trench safety training" in Willits, March 7-8.

ATP Workshops – Alexis Kelso advised of two upcoming workshops by the Safe Route to School National Partnership on how to obtain technical assistance for ATP projects. She offered to e-mail information to Loretta.

12. Adjournment – 12:18 p.m.

Respectfully Submitted,

Loretta Ellard
Deputy Planner

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