

## MINUTES

### MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

*Meeting Held Remotely via Zoom Meeting/Teleconference*

August 19, 2020

#### **Members Present**

Jacob King, MTA  
Tasha Ahlstrand, Caltrans  
Alicia Meier, County DOT  
Chantell O'Neal, City of Fort Bragg  
Richard Shoemaker, City of Point Arena (@ 10:20)  
Dusty Duley, City of Willits (@ 10:45)

#### **Members Absent**

Mitch Stogner, NCRA (*Non-Voting*)  
Barbara Moed, AQMD  
Jesse Davis, County DPBS  
Andrew Stricklin, City of Ukiah

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

Nephele Barrett, MCOG Administration  
Lisa Davey-Bates, MCOG Planning  
Loretta Ellard, MCOG Planning  
James Sookne, MCOG Planning  
Alexis (Lexi) Pedrotti, MCOG Planning  
Danielle Casey, MCOG Administration  
Charlene Parker, MCOG Planning  
Suzi Theiss, Caltrans Local Assistance  
Ian Osipowitsch, Redwood Valley Rancheria  
Paul Andersen, City of Point Arena

1. **Call to Order/Introductions** – Nephele called the meeting to order at 10:07 a.m. Individuals present on the Zoom meeting/teleconference were identified.
2. **Public Expression** – None. Danielle reported no written public comment had been received.
3. **Input from Native American Tribal Governments' Representatives** – Ian Osipowitsch, Redwood Valley Little River Band of Pomo Indians, said the tribe is working with a consultant (W-TRANS) on a tribal transportation plan, which is expected to be completed in November. The plan will study an emergency exit route, as there is currently only one way in and one way out of the area, a big safety concern. Other safety issues (including narrow roads, parking on roads/blocked roadways) will also be studied.
4. **Approval of 5/20/20 Minutes** – Motion by Tasha Ahlstrand, seconded by Jacob King, and carried unanimously on roll call vote (4 ayes – King, Ahlstrand, Meier, O'Neal), to approve the minutes of 5/20/20.
5. **FY 2020/21 Overall Work Program - First Amendment** – Alexis (Lexi) Pedrotti reviewed her staff report. She explained now that the FY 2019/20 books have closed, there are remaining fund balances in several work elements that need to be carried over and reprogrammed in the FY 2020/21 OWP. This amendment only involves existing carryover funding, no new funds are involved.

10:20 a.m.(approx) - Richard Shoemaker joined the meeting.

Lexi explained proposed changes to each work element and noted the undesignated “project reserve” will increase (from \$11,800 in the Final OWP, to \$33,779 in this amendment) as some carryover funds are being added to the reserve. As proposed, the Amended FY 2020/21 OWP will total \$1,083,936, compared to \$968,745 in the Final OWP, an increase of \$115,191 (*from carryover funds*).

She said the TAC’s recommendation will be presented to the MCOG Board for action in October, as there is no scheduled September meeting. She noted Rural Planning Assistance funds are included in the proposed amendment; however, RPA amounts will not become official until carryover fund balances are certified by Caltrans.

**Motion by Alicia Meier, seconded by Tasha Ahlstrand, and carried unanimously on roll call vote (5 ayes- King, Ahlstrand, Meier, O’Neal, Shoemaker) to recommend that MCOG approve the First Amendment to the FY 2020/21 Overall Work Program.**

**6. Active Transportation Program (ATP) Cycle 5** – Nephele advised ATP applications are due September 15, 2020. She said MCOG staff is working with Caltrans on an application for the Gualala downtown streetscape project and asked about local agencies’ plans for submitting applications.

City of Fort Bragg – Chantell reported Fort Bragg has not made any progress on an application due to significant staffing changes. She was unsure if the City would be applying this cycle, and Nephele offered to talk more offline about a potential application.

City of Point Arena – Richard said Point Arena had no progress to report. Although there is interest in a sidewalk connection project at City Hall, there are heavy workload challenges. He thanked MCOG staff for help in getting the City’s Local Partnership Program (LPP) competitive application submitted.

County Dept. of Transportation – Alicia said her department will not be applying this cycle, as staff is trying to get through storm and fire damage projects. She’s received interest from the Round Valley Municipal Advisory Council (MAC) in a Safe Routes to School application, however there’s too much on her plate this cycle, but she would like to do something next cycle.

Redwood Valley Tribe – Ian Osipowitsch advised that the Redwood Valley Tribe is considering submitting an ATP application. Nephele offered to send him a link with the ATP application information.

Nephele reported on the online “Streetstory” tool Caltrans is using for the Gualala streetscape project to gather accident/near misses and hazard data, where there is no accident history. She said Caltrans sent out an announcement asking the community to use “Streetstory” to mark issues on a map where they have experienced hazards or near misses, to gather data. She encouraged agencies to keep this tool in mind for future applications.

**7. Highway Infrastructure Program (HIP)** – Nephele reported MCOG has received an unanticipated third round of HIP funding. The amount is relatively small at \$93,208 (in federal funds) so it makes sense to add it to an existing federal project, as there are too many federal requirements for a small pot of money.

She reviewed that MCOG's first two rounds of HIP funding were awarded to the City of Ukiah's downtown streetscape project. She asked if agencies had existing federal projects that could use additional funding, and no projects were suggested. She noted the funds must be obligated by 2023, so there is time to bring this back to the TAC at a future meeting.

Ian inquired if the HIP funds could be used for an emergency evacuation route (one lane, gravel road) that the Redwood Valley tribe is interested in constructing. Nephele did not think that would be an eligible project due to functional classification, but offered to follow up.

## **8. Staff Reports**

8a. Highway Safety Improvement Program (HSIP) – Application Due Date Extended to 10/19/20  
Nephele noted the extended deadline of 10/19/20, and briefly reviewed the HSIP program. She advised the set-asides (Guardrail Upgrades; Pedestrian Crossing Enhancements; Installing Edgelines; Tribes) are not subject to the Benefit Cost Ratio, so this would be a good opportunity for agencies to apply for smaller projects. She said she has talked with the Round Valley MAC about the pedestrian and tribal categories.

*10:45 a.m. Dusty Duley joined the meeting.*

A brief discussion ensued, and it was noted that State funds are now available for this program. Alicia and Chantell expressed interest in looking into possibly applying under the set-aside categories.

Suzi Theiss, Caltrans District 1 Local Assistance, encouraged members to contact Russell Hansen in her department for assistance with HSIP applications. Nephele asked Suzi about the status of Local Road Safety Program (LRSP) funds for the agencies that had not yet been funded (Willits and Fort Bragg), and Suzi replied that the funding is expected in late August/early September.

8b. Coordinated Public Transit – Human Services Transportation Plan - Update – Nephele reported that MCOG is responsible for developing and updating the “Coordinated Public Transit – Human Services Transportation Plan”. The Plan is an inventory of needs and opportunities for transportation coordination among transit and human services agencies (i.e. MTA, senior centers, non-profits, and private service providers). She said the State has a master contract with the University of the Pacific to work with regional agencies to prepare the Plan updates (required every five years).

She reported MCOG and MTA staff met yesterday to update the transit information, and she would also like to get input from TAC members regarding existing services. She noted the consultant sent out a survey during the last update, and MCOG will be working with the consultant to do additional outreach for this update. She said staff will send the draft inventory component for TAC members' review and comment, and the draft Coordinated Plan will be brought back to a future TAC meeting.

8c. SB 1 Programs (1) ATP – the extended 9/15/20 deadline was noted. (2) Local Partnership Program (LPP) – Nephele said she hoped eligible agencies submitted their LPP applications for the \$200,000 available in the formula program. Chantell said Fort Bragg submitted a formula application, but she is unable to track it. Nephele offered to have MCOG staff follow up on how to track applications. (3) STIP – Nephele encouraged agencies to submit this fiscal year's allocation requests

sooner rather than later. She noted there is a possibility the CTC could impose an allocation plan due to revenue shortfalls and said there will likely be a low Fund Estimate in the next STIP cycle.

**9. Miscellaneous**

City of Willits – Dusty apologized for joining the meeting late. Nephele asked if Willits planned to submit an ATP application, and Dusty replied that he is still interested in applying for the crosswalk at So. Main Street, but is unsure about staff capacity. He said a rezone application (*which would allow 111 new residential units*) will be going to the City Council next week, and approval of that application would make the ATP application more of a priority. Nephele encouraged him to also consider applying for the HSIP set-aside for crosswalks.

Caltrans (1) Emergency Relief Funds - Suzi Theiss said the Governor's Emergency Declaration made Emergency Relief funds available for transportation systems on federal aid routes damaged by the lightning strikes and fires. She invited members with damaged facilities to contact her department to start the application process. (2) HSIP Set-asides – Suzi offered to have her staff meet with local agency staff on HSIP applications. She noted the set-aside funds are not competitive, BCR is not required, and the application was pretty simple in the past. Dusty asked if preliminary design must be approved by Caltrans before applying for the set-aside, and Suzi responded that HSIP does not cover projects in the State Right of Way because the State has their own safety funds. She offered to set up a meeting with Willits and Caltrans traffic safety staff, but advised a project would have to be on Caltrans' priority list. Tasha noted that the Willits Main Street crossing project is on Caltrans' radar and should be further discussed.

9a. Next Meeting – 9/16/20. Loretta noted the September TAC meeting had previously been moved to the fourth Wednesday due to a conflict with a California Transportation Commission meeting, but that meeting has been cancelled so the TAC meeting will be scheduled on the third Wednesday, as usual, if needed.

**10. Adjournment – 11:20 a.m. (approx.)**

Respectfully Submitted,

Loretta Ellard  
Deputy Planner

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