

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

Meeting Held Remotely via Zoom Meeting/Teleconference

January 20, 2021

Members Present

Dusty Duley, City of Willits
Alicia Meier, County DOT
Tasha Ahlstrand, Caltrans
Richard Shoemaker, City of Point Arena
Chantell O'Neal, City of Fort Bragg
Jacob King, MTA
Tim Eriksen, City of Ukiah – *arrived at approx. 10:30 a.m.*

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
Paul Anderson, City of Point Arena

Members Absent

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

- Call to Order/Introductions** – Nephele called the meeting to order at 10:03 a.m. Individuals present on the Zoom meeting/teleconference were identified.
- Public Expression** – None.
- Input from Native American Tribal Governments' Representatives** – No tribal representatives were present. Nephele advised that MCOG staff will be making a presentation on the 2022 RTP update at the Caltrans/Tribal quarterly meeting on January 26.
- Approval of 10/21/20 Minutes** – Motion by Tasha Ahlstrand, , seconded by Jacob King, and carried unanimously on roll call vote (6 ayes – Duley, Meier, Ahlstrand, Shoemaker, O'Neal, King) to approve the minutes of 10/21/20.
- Draft FY 2021/22 Overall Work Program – Funding Requests** – Lexi reviewed her staff report, and noted the following applications received from local agencies: City of Point Arena – Local Streets Assessment and Shared Roadway Agreement (\$53,750 – *not \$50,000 as mistakenly listed in staff report*); and County Dept. of Transportation – Combined Special Studies (\$60,000).

She reviewed expected work elements and funding needs compared to anticipated revenues. After corrected calculations, estimated work elements total \$581,879, with revenues estimated at \$581,480, for a slight estimated shortfall of \$399.

A brief discussion ensued. Richard said Point Arena would be fine with \$50,000, but Lexi noted that figures are estimates at this point, and sufficient revenues are expected to fund all requests. Nephele noted the estimated 4% CPI increase in the planning contract will likely be lower than estimated. Richard requested that Point Arena's funding be broken down to show 20% for City staff with the balance available for consultant. Point Arena's expected work product was briefly discussed, and there were no questions about the County's routine application.

Lexi said she will prepare the Draft FY 2021/22 Overall Work Program for TAC review and recommendation in February. The Draft is due to Caltrans by March 1st.

Tim Eriksen arrived – approx. 10:30 a.m.

6. Request from City of Point Arena for Unallocated LTF2% Bike & Pedestrian Funds and RSTP Partnership Program Funds – Nephele reviewed her staff report which included a letter from the City of Point Arena outlining the funding request. She explained the City was successful in getting their SB 1 Local Partnership Program (Competitive Program) grant funded for the Mill Street Reconstruction, Sidewalk, Drainage and Asphalt Replacement Project, and had intended to use their RSTP funds for the required local match. Unfortunately, for reasons largely out the City's control, that funding is no longer available for this project. In addition, the City has identified added project costs that were not included in the application. She explained the City is now requesting a combination of LTF 2% Bike and Pedestrian and RSTP Partnership Program funding totaling \$390,000 from MCOG to make the project whole. (*See City of Point Arena's letter attached to staff report, for details*).

Nephele explained the Mill Street project was one out of only 21 projects approved by the CTC, and is the first project in Mendocino County to be awarded in this competitive program. She noted the importance of the project succeeding, advising that MCOG staff has worked through multiple rounds of LPP guideline development to advocate for the needs of small self-help agencies, and expressed concern that there would be regional implications if the project does not move forward.

She reviewed past RSTP Partnership Program funding awards, and reported an available balance of \$749,679. The Partnership Program does not have an established application process. She advised the LTF 2% Bike and Pedestrian Program has an available balance of \$91,614, and these funds are typically awarded every other year in a competitive application process.

Nephele reviewed her support of the request for several reasons: the project is identified as a priority project in MCOG's Pedestrian Needs Study; Mill Street connects directly to SR 1 and provides access to some of the only undeveloped land available in Point Arena for housing development and RHNA implementation; and, improving multi-modal access and correcting flooding will help the City protect at-risk housing and fulfill the policies of its Housing Element. Also, the project represents a funding partnership between the City and State and combines multiple sources, and the City does not have other funding to make the project whole.

A lengthy discussion ensued with Richard further explaining the City's request. Various TAC members expressed support and noted the importance of demonstrating success on this project.

For rounding numbers, Nephele adjusted her recommendation to award \$300,000 in RSTP funds, plus \$90,000 in LTF 2% Bike & Pedestrian funds, for a total of \$390,000.

Motion by Tim Eriksen, seconded by Dusty Duley, and carried unanimously on roll call vote (7 ayes – Duley, Meier, Ahlstrand, Shoemaker, O’Neal, King, Eriksen), to recommend to MCOG approval of the City of Point Arena’s request to award a total of \$390,000 to the Mill Street project as follows: \$90,000 in LTF 2% Bike & Pedestrian funding and \$390,000 in RSTP Partnership Funding.

Richard thanked TAC members for their support, and Nephele said the recommendation will be presented to the MCOG Board at their February meeting.

7. 2020 Regional Transportation Plan/Active Transportation Plan Update – Loretta reported that staff is continuing to work on the RTP update, noting the 2022 RTP is due to be adopted by 2/5/22, as updates are now due on a four-year cycle.

Preparations for virtual public outreach are underway, and a public outreach survey and pre-recorded video will soon be prepared and posted to MCOG’s website to invite public engagement, and advertised to contact lists and local media. Staff continues to work on updating the goals, objectives, and policies, which will be informed by outreach efforts, and will present those for TAC review in the near future. Outreach to the ten Native American Tribes in Mendocino County has begun, and MCOG staff plans to participate in the January 26 quarterly Caltrans/Tribal meeting to review the update process and encourage tribal involvement.

Loretta asked local agencies and MTA to submit their Capital Improvement Program (CIP) project lists (short-term and long-term) for inclusion in the RTP/ATP, and members agreed to submit the information within a month.

8. Highway Infrastructure Program (HIP) Funding – Nephele reviewed this item which was previously discussed by the TAC last August. She advised that MCOG has received notification of a third round of HIP funding available to the region in the amount of \$93,208 for FY 19/20. The two previous apportionments (*FY 17/18 - \$227,866; FY 18/19 - \$321,047*) were awarded to the City of Ukiah’s Downtown Streetscape project.

Nephele advised that these federal funds must be used on facilities on the Federal Aid System, classified higher than a rural minor collector. The FY 19/20 funds must be obligated by September 30, 2023 and expended by September 30, 2028. She noted that due to the relatively small amount of funds available, it makes sense to add the \$93,208 to an existing federal project, as there are too many federal requirements for a small pot of money. When last discussed by the TAC, no projects were suggested.

A discussion ensued. Tim said the City of Ukiah’s Downtown Streetscape project, Phase II, which he thinks has federal funds, could use the funds if no other options are suggested. Dusty questioned if the City of Willits’ crosswalk across Highway 20 might be an option, but noted that it is not shovel ready,

he does not have cost estimates, and would need to discuss with engineering staff. Tasha offered to set up a meeting between Caltrans and City of Willits staff to do corridor planning in this area.

No other projects were suggested. Nephele suggested (*and members concurred*) that this item be continued to the next TAC meeting to give the City of Willits time to meet with Caltrans, and allow City of Ukiah time to check if phase 2 of the Streetscape project includes federal funding.

9. Caltrans CAT Plan – Loretta advised that this report is being provided at the request of Alexis Kelso, Caltrans, to give the TAC links to the informational reports on the Caltrans Active Transportation (CAT) Plan. Information may be found at the following links:

December Monthly Report:

<https://www.catplan.org/files/managed/Document/981/December%202020%20Monthly%20Report.pdf>

January Outreach Report:

<https://www.catplan.org/files/managed/Document/980/Outreach%20Report%20January%202021.pdf>

Alexis had advised that Caltrans staff is reviewing the draft list of complete streets needs resulting from the gap analysis. When that review is complete, consultants will prioritize the list of needs. Caltrans will meet with the TAG on 1/23 at 2:30 to discuss performance measures and weighting for use in the prioritization process, and TAC members are welcome to attend. Caltrans posts regularly on their website and keeps the schedule up to date there: <https://www.catplan.org/district-1>

Alexis was unable to attend today's meeting, so Tasha offered to follow-up on any questions. Nephele noted the TAG has good local representation, and said Caltrans will likely give a presentation on this project at a future TAC meeting.

10. Staff Reports

10a. Coordinated Public Transit – Human Services Transportation Plan Update – Nephele explained that this coordinated plan looks at transit and social service-related transit for opportunities to improve coordination and strategies for overall service improvement.

Loretta advised that MCOG staff is currently reviewing an updated draft from the consultant and will be submitting comments. The consultant will then provide a final draft for posting on MCOG's website for SSTAC and public review. Although the plan is geared more for SSTAC review, MCOG staff wants to ensure the TAC also has opportunity for review. It was noted that the identification of Sec. 5310 projects is the main purpose for the plan, along with strategies to implement Sec. 5310 funding.

10b. Local Road Safety Plan (LRSP) – Update - Loretta reported the procurement process to hire a consultant to develop the individual Local Road Safety Plans for the County and all four cities, under one combined regional project, is nearly complete. A Consultant Selection Committee (*composed of representatives from MCOG, Caltrans, County Dept. of Transportation, City of Fort Bragg, and City of Ukiah*) reviewed proposals and recommended selection of a consultant. The consultant contract is being finalized, and TAC members will be notified of the selection once the contract has been signed. A kick-off meeting with consultant and local agency staff will be scheduled soon thereafter.

The Local Road Safety Plans are due to be completed by March 31, 2022, in advance of the next HSIP application cycle in 2022.

10c. Regional Early Action Planning Grants (REAP) – Nephele reported that REAP housing planning funds were made available in last year’s governor’s budget for regional agencies, but MCOG has opted to suballocate most of the funds to local agencies. A formula for suballocation was adopted a few months ago, and MCOG staff is currently working with local agency staff to develop details for the final application that’s due by the end of January.

10d. Caltrans FY 2021-22 Sustainable Communities Transportation Planning Grants – Applications Due 2-12-21 – Nephele said MCOG plans to submit a grant application for a mobility solutions study for some rural areas in the County, possibly including Covelo, Laytonville, Hopland, Brooktrails and Potter Valley. She noted that MCOG had also planned to apply for a grant to update the countywide travel demand model, but that will not be needed now because Caltrans is doing some modeling work that will include an update of MCOG’s model.

She encouraged agencies to reach out to MCOG staff for assistance with applications, if needed. Loretta added that Caltrans staff has also offered to help with applications.

10e. Environmental Enhancement and Mitigation Program – Applications Due 3-5-21 – This upcoming application deadline was noted.

10f. California Federal Lands Access Program (FLAP) – Applications Due 5-27-21 – Nephele advised that this program provides funding for road projects that provide access to federal lands. She noted the importance of working with the involved federal agency ahead of time to identify projects, and offered MCOG staff assistance to help with applications. Alicia said the County applied to this program in the past (East Side Potter Valley Road) and may apply again with updated traffic counts. Richard inquired about available funding, which was noted at \$90 million.

11. Miscellaneous

11a. Next Meeting – 2/17/21.

12. Adjournment – at 11:25 a.m.

Respectfully Submitted,

Loretta Ellard
Deputy Planner

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